DOCUMENT RESUME

ED 072 197 VT 018 515

AUTHOR Towne, Douglas C.; Wallace, Sydney
TITLE Vocational Instructional Materials for Students with Special Needs.
INSTITUTION Northwest Regional Educational Lab., Portland, Oreg.
SPONS AGENCY Bureau of Adult, Vocational , and Technical Education (DHEW/OE), Washington, D.C.; Oregon State Board of Education, Salem. Div. of Community Colleges and Career Education.
PUB DATE Aug 72
NOTE 235p.

EDRS PRICE MF-$0.65 HC-$9.87
DESCRIPTORS Citation Indexes; *Directories; *Disadvantaged Youth; Feedback; *Handicapped Students; Individualized Instruction; *Instructional Materials; Visual Aids; Vocational Development; *Vocational Education
IDENTIFIERS Dictionary of Occupational Titles

ABSTRACT

This directory of instructional materials is designed for use by vocational education teachers of the disadvantaged or handicapped student. Representing a number of sources and a variety of approaches to curricular materials for students with special needs, this listing covers 24 topics, from individualized curriculums to instructional support systems. Federally funded under the Vocational Education Amendments of 1968, the text is illustrated with line drawings. Each instructional category, such as office occupations, is cross-referenced with the Dictionary of Occupational Titles. Instructions for locating materials under the appropriate program heading, an explanation of the coding system and the method of ordering selected documents for purchase from the Government Printing Office are provided. For each document citation, these nine areas of information are given: (1) title, (2) author, (3) corporate author, (4) a statement of relevant instructional areas, (5) a brief annotation of the potential use of this material, (6) subject content, (7) a description of the materials, (8) the instructional media, and (9) the source of the document. An evaluation form is included for teacher feedback. (AG)

FILMED FROM BEST AVAILABLE COPY

ED 072197

VOCATIONAL INSTRUCTIONAL MATERIALS

for Students with Special Needs

VT018515

AUGUST 1972

PUBLISHED BY THE NORTHWEST REGIONAL EDUCATIONAL LABORATORY, A PRIVATE, NONPROFIT CORPORATION SUPPORTED IN PART AS A REGIONAL EDUCATIONAL LABORATORY BY FUNDS FROM THE UNITED STATES OFFICE OF EDUCATION, DEPARTMENT OF HEALTH, EDUCATION AND WELFARE. THE OPINIONS EXPRESSED IN THIS PUBLICATION DO NOT NECESSARILY REFLECT THE POSITION OR POLICY OF THE OFFICE OF EDUCATION, AND NO OFFICIAL ENDORSEMENT BY THE OFFICE OF EDUCATION SHOULD BE INFERRED.

THIS LISTING OF INSTRUCTIONAL MATERIALS WAS DEVELOPED PURSUANT TO AN AGREEMENT WITH THE DIVISION OF CAREER EDUCATION PROGRAMS, OREGON BOARD OF EDUCATION, STATE OF OREGON FROM THE U.S. OFFICE OF EDUCATION, BUREAU OF ADULT, VOCATIONAL AND TECHNICAL EDUCATION IN A COOPERATIVE EFFORT BETWEEN THE DIVISIONS OF VOCATIONAL TECHNICAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING, IN ACCORDANCE WITH PART I, CURRICULUM DEVELOPMENT, VOCATIONAL EDUCATION AMENDMENTS 1968.

ED 072197

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL OFFICE OF EDUCATION POSITION OR POLICY

VOCATIONAL INSTRUCTIONAL MATERIALS

FOR

STUDENTS WITH SPECIAL NEEDS

DOUGLAS C. TOWNE
SYDNEY WALLACE

OF THE

NORTHWEST REGIONAL EDUCATIONAL LABORATORY
700 LINDSAY BUILDING/710 S. W. SECOND AVENUE
PORTLAND, OREGON 97204

AUGUST 1972

INTRODUCTION

EACH LEARNER SHOULD BE CONSIDERED AS UNIQUE. ALL STUDENTS HAVE UNIQUE CHARACTERISTICS WHICH ARE CONSIDERED BY ALERT TEACHERS IN THEIR EFFORTS TO FOSTER MORE EFFECTIVE LEARNING. THIS IS ESPECIALLY TRUE IN VOCATIONAL PROGRAMS WHERE OUR OPPORTUNITIES TO KNOW EACH LEARNER ARE GREATER THAN IN SOME OTHER CLASSROOM SITUATIONS.

THE MATERIALS AND INFORMATION COMPILED IN THIS DOCUMENT ARE DESIGNED FOR THE TEACHERS WHO ARE INVOLVED IN VOCATIONAL INSTRUCTION PRESENTED TO PERSONS DESCRIBED AS HAVING "SPECIAL NEEDS." THE 1968 VOCATIONAL EDUCATION AMENDMENTS DEFINE TWO GENERAL GROUPS OF SPECIAL NEEDS LEARNERS: (1) "...PERSONS (OTHER THAN HANDICAPPED PERSONS DEFINED IN SECTION 108 6) WHO HAVE ACADEMIC, SOCIOECONOMIC, OR OTHER HANDICAPS THAT PREVENT THEM FROM SUCCEEDING IN THE REGULAR VOCATIONAL EDUCATION PROGRAM"; (2) "... HANDICAPPED PERSONS WHO, BECAUSE OF THEIR HANDICAPPING CONDITION, CANNOT SUCCEED IN THE REGULAR VOCATIONAL EDUCATION PROGRAM WITHOUT SPECIAL EDUCATIONAL ASSISTANCE, OR WHO REQUIRE A MODIFIED VOCATIONAL EDUCATION PROGRAM." THE MATERIALS CONTAINED HEREIN WERE COLLECTED FROM A NUMBER OF SOURCES AND FROM VARIOUS LEVELS OF EDUCATION. THE MATERIALS REPRESENT A VARIETY OF APPROACHES, PHILOSOPHIES AND VALUE SYSTEMS. THE MATERIALS, IN FACT, ARE ALMOST AS DIVERSE AS THE INDIVIDUALS THEY ARE DESIGNED TO SERVE.

IT IS ANTICIPATED THAT EACH READER WILL FIND SOMETHING OF INTEREST WITHIN THESE COVERS: FOR IT IS FROM PERSONS SUCH AS YOURSELVES THAT THESE MATERIALS WERE OBTAINED.

Douglas C. Towne

DOUGLAS C. TOWNE, PROJECT DIRECTOR

Sydney Wallace

SYDNEY WALLACE, STAFF SPECIALIST

COVER BY DAN STEPHENS, NWREL   CARTOONS BY GARY DAVIS, PORTLAND, OREGON

CONTENTS

	PAGE
INTRODUCTION	iii
HOW TO USE THIS LISTING	xi
EXPLANATION OF THE CODING SYSTEM	xi
HOW TO LOCATE MATERIALS	xi
HOW TO INTERPRET THE DOCUMENT CITATION	xi
HOW TO ORDER SELECTED DOCUMENTS AVAILABLE FOR PURCHASE	xii
01. AGRICULTURE	1
01.01 AGRICULTURAL PRODUCTION	2
01.0102 PLANT SCIENCE	2
01.0103 FARM MECHANICS	2
01.0104 FARM BUSINESS MANAGEMENT	3
01.05 ORNAMENTAL HORTICULTURE	4
01.0501 ARBORICULTURE	4
01.0503 GREENHOUSE OPERATION AND MANAGEMENT	5
01.0504 LANDSCAPING	5
01.0505 NURSERY OPERATION AND MANAGEMENT	6
01.0506 TURF MANAGEMENT	7
02. ART	8
02.02 ART STUDIO	9
02.99 OTHER ART	10
04. DISTRIBUTIVE EDUCATION	11
04.03 AUTOMOTIVE	12
04.05 FLORISTRY	13
04.06 FOOD DISTRIBUTION	15
04.07 FOOD SERVICES	16
04.08 GENERAL MERCHANDISE	17
04.09 HARDWARE, FARM AND GARDEN SUPPLIES	19
04.16 PETROLEUM	20
04.18 RECREATION AND TOURISM	21
04.19 TRANSPORTATION	22
04.20 RETAIL TRADE, OTHER	23
05. ENGLISH LANGUAGE ARTS	24
05.01 LANGUAGE SKILLS	25
05.04 COMPOSITION	29
05.05 SPEECH	30

			PAGE
07.	HEALTH OCCUPATIONS EDUCATION		32
	07.02	MEDICAL LABORATORY TECHNOLOGY	33
	07.03	NURSING	34
		07.0302 PRACTICAL (VOCATIONAL) NURSE	34
		07.0303 NURSING ASSISTANCE (AID)	34
		07.0307 HOME HEALTH AID	36
	07.07	ENVIRONMENTAL HEALTH	37
		07.0701 ENVIRONMENTAL HEALTH ASSISTANT	37
	07.09	MISCELLANEOUS HEALTH OCCUPATIONS EDUCATION	38
		07.0908 FOOD SERVICE SUPERVISOR	38
08.	HEALTH AND SAFETY IN DAILY LIVING, PHYSICAL EDUCATION AND RECREATION		39
	08.01	GENERAL HEALTH EDUCATION	40
	08.03	PHYSICAL EDUCATION	41
	08.04	RECREATION	42
09.	HOME ECONOMICS		43
	09.01	HOMEMAKING: PERSONAL, HOME AND FAMILY LIVING	44
		09.0101 COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS	44
		09.0103 CLOTHING AND TEXTILES	47
		09.0104 CONSUMER EDUCATION	51
		09.0106 FAMILY RELATIONS	53
		09.0107 FOODS AND NUTRITION	54
		09.0108 HOME MANAGEMENT	56
		09.0109 HOUSING AND HOME FURNISHINGS	56
	09.02	OCCUPATIONAL PREPARATION	57
		09.0201 CARE AND GUIDANCE OF CHILDREN	57
		09.0202 CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES	58
		09.0203 FOOD MANAGEMENT, PRODUCTION AND SERVICES	59
		09.0204 HOME FURNISHINGS, EQUIPMENT, AND SERVICES	61
		09.0205 INSTITUTIONAL AND HOME MANAGEMENT	61
10.	INDUSTRIAL ARTS		64
	10.01	CONSTRUCTION	65
	10.03	DRAFTING	67
	10.04	ELECTRICITY/ELECTRONICS	68
	10.06	GENERAL INDUSTRIAL ARTS	70
	10.07	GRAPHIC ARTS	73
	10.12	INDUSTRIAL MATERIALS AND PROCESSES	74
	10.14	METALS	75
	10.16	POWER/AUTOMOTIVE MECHANICS	77
	10.19	WOODS	78

PAGE

11. MATHEMATICS 79

11.01 ELEMENTARY -- SCHOOL MATHEMATICS (K-6) 80

11.02 MATHEMATICS 81

11.11 GENERAL MATHEMATICS 83

13. NATURAL SCIENCES 87

13.04 EARTH-SPACE SCIENCES 88

14. OFFICE OCCUPATIONS 89

14.01 ACCOUNTING AND COMPUTING OCCUPATIONS 90
14.0102 BOOKKEEPERS 90
14.0103 CASHIERS 90
14.0104 BUSINESS MACHINE OPERATORS 91

14.02 BUSINESS DATA PROCESSING SYSTEMS OCCUPATIONS 93
14.020201 KEYPUNCH AND CODING EQUIPMENT OPERATORS 93

14.03 GENERAL OFFICE CLERICAL OCCUPATIONS 95
14.0301 DUPLICATING MACHINE OPERATORS 95
14.0303 GENERAL OFFICE CLERKS 96

14.05 MATERIALS SUPPORT OCCUPATIONS 97
14.0504 STOCK AND INVENTORY CLERKS 97

14.07 STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS 98

14.08 SUPERVISORY AND ADMINISTRATIVE MANAGEMENT OCCUPATIONS 99

14.09 TYPING AND RELATED OCCUPATIONS 100

15. SOCIAL SCIENCES/SOCIAL STUDIES 102

15.03 CITIZENSHIP EDUCATION 103

15.04 CONSERVATION-ENVIRONMENTAL EDUCATION 104

15.05 CONSUMER EDUCATION 105

15.06 ECONOMICS 106

15.08 HISTORY 107

16. TECHNICAL EDUCATION 108

17. TRADE AND INDUSTRIAL OCCUPATIONS 109

17.01 AIR CONDITIONING 110
17.0101 COOLING 110
17.0102 HEATING 111

17.02 APPLIANCE REPAIR 112
17.0201 ELECTRICAL APPLIANCES 112
17.0202 GAS APPLIANCES 112

17.03 AUTOMOTIVE SERVICES 114
17.0301 BODY AND FENDER 115
17.0302 MECHANICS 116
17.0399 AUTOMOTIVE SERVICES, OTHER 118

PAGE

17.06 BUSINESS MACHINE MAINTENANCE 119

17.07 COMMERCIAL ART OCCUPATIONS 120

17.08 COMMERCIAL FISHERY OCCUPATIONS 121
17.0802 SHIP AND BOAT OPERATION AND MAINTENANCE 121

17.09 COMMERCIAL PHOTOGRAPHY OCCUPATIONS 122
17.0901 PHOTOGRAPHIC LABORATORY AND DARKROOM OCCUPATIONS. 122

17.10 CONSTRUCTION AND MAINTENANCE TRADES. 123
17.1001 CARPENTRY 123
17.100301 MAINTENANCE. 124
17.100302 OPERATION. 125
17.1004 MASONRY 126
17.1005 PAINTING AND DECORATING 127
17.1006 PLASTERING. 127

17.11 CUSTODIAL SERVICES 129

17.12 DIESEL MECHANIC. 132

17.13 DRAFTING OCCUPATIONS 133

17.14 ELECTRICAL OCCUPATIONS 134
17.1403 MOTOR REPAIRMAN 135

17.15 ELECTRONICS OCCUPATIONS. 136
17.1502 INDUSTRIAL ELECTRONICS. 137
17.1503 RADIO/TELEVISION. 137

17.16 FABRIC MAINTENANCE SERVICES. 138
17.1602 LAUNDERING. 139

17.17 FOREMANSHIP SUPERVISION, AND MANAGEMENT DEVELOPMENT. 140

17.19 GRAPHIC ARTS OCCUPATIONS 141
17.1902 PRINTING PRESS OCCUPATIONS. 142
17.1903 LITHOGRAPHY, PHOTOGRAPHY, AND PLATEMAKING 142
17.1904 PHOTOENGRAVING. 143
17.1905 SILK SCREEN MAKING AND PRINTING 143

17.22 MARITIME OCCUPATIONS 144

17.23 METALWORKING OCCUPATIONS 145
17.2303 MACHINE TOOL OPERATION. 145
17.2304 METAL TRADES. 146
17.2305 SHEET METAL 146
17.2306 WELDING AND CUTTING 147
17.230601 GAS WELDING. 147

17.26 PERSONAL SERVICES. 148
17.2602 COSMETOLOGY 148

17.28 PUBLIC SERVICE OCCUPATIONS 149

17.29 QUANTITY FOOD OCCUPATIONS. 150
17.2901 BAKER 151
17.2902 COOK/CHEF 152
17.2903 MEAT CUTTER 153
17.2904 WAITER/WAITRESS 154
17.2999 OTHER QUANTITY FOOD OCCUPATIONS 155

PAGE

17.30 REFRIGERATION 156

17.31 SMALL ENGINE REPAIR (INTERNAL COMBUSTION) 157

17.33 TEXTILE PRODUCTION AND FABRICATION 159
17.3399 OTHER TEXTILE PRODUCTION AND FABRICATION 159

17.35 UPHOLSTERING 160

17.36 WOODWORKING OCCUPATIONS 161
17.3601 MILLWORK AND CABINET MAKING 161

18. GENERAL CAREER EDUCATION 162

18.01 PREVOCATIONAL EDUCATION 163

18.02 OCCUPATIONAL INFORMATION 177

19. DIFFERENTIALIZED CURRICULUM 179

19.01 DISADVANTAGED/HANDICAPPED - EXTERNAL 180
19.0101 ECONOMIC 181
19.0102 EDUCATIONAL 181
19.0104 ETHNIC 184

19.02 DISADVANTAGED/HANDICAPPED - INTERNAL 185
19.020101 AUDITORY 185
19.020102 MENTAL 194
19.020103 MOTOR 197
19.020105 VISUAL 198

21. SAFETY AND DRIVER EDUCATION 199

21.02 SAFETY EDUCATION 200

23. GUIDANCE AND COUNSELING 201

23.01 PREVOCATIONAL GUIDANCE 202

23.02 OCCUPATIONAL INFORMATION 206

23.03 OTHER GUIDANCE AND COUNSELING 208

24. INSTRUCTIONAL SUPPORT 209

24.01 INSERVICE EDUCATION 210

24.02 CURRICULUM DEVELOPMENT 211

24.03 RESEARCH AND EVALUATION 216

24.04 ANCILLARY SERVICES 217

FEEDBACK -- ADDITIONAL MATERIALS 223

FEEDBACK -- EVALUATION FORM 225

HOW TO USE THIS LISTING

I. EXPLANATION OF THE CODING SYSTEM

THE CURRICULUM MATERIALS HAVE BEEN IDENTIFIED PRIMARILY WITH THE INSTRUCTIONAL TITLES AND CODES FROM THE CLASSIFICATION SYSTEM DEVELOPED BY THE U. S. OFFICE OF EDUCATION.* THE CATEGORIES OF THIS CLASSIFICATION SYSTEM ARE CROSS-REFERENCED TO THE CATEGORIES OF THE DIRECTORY OF OCCUPATIONAL TITLES. THE CODING SYSTEM IS INTENDED TO PROVIDE A DISTINCT IDENTITY FOR EACH EDUCATIONAL PROGRAM AREA AND FOR EACH OF THE CLASSIFIED ITEMS OF INFORMATION WITHIN IT. UTILIZING THE CODES IN THIS LISTING RELATES THE CURRICULUM MATERIALS TO THE INSTRUCTIONAL PROGRAM. THE MAJOR AREAS ARE SUBDIVIDED TO INCLUDE ONE OR MORE RELATED CATEGORIES AS INDICATED IN THE FOLLOWING EXAMPLES:

FIRST PAIR OF DIGITS: SUBJECT MATTER AREA
EXAMPLE: 07. HEALTH OCCUPATIONS EDUCATION

SECOND PAIR OF DIGITS: PRINCIPAL SEGMENT OF SUBJECT MATTER AREA
EXAMPLE: 07.01 DENTAL

THIRD PAIR OF DIGITS: DIVISION OF PRINCIPAL SEGMENT
EXAMPLE: 07.0101 DENTAL ASSISTING

SAMPLE BREAKDOWN:

07. HEALTH OCCUPATIONS (SUBJECT MATTER AREA)
07.01 DENTAL (PRINCIPAL SEGMENT OF SUBJECT MATTER AREA)
07.0101 DENTAL ASSISTING (DIVISION OF PRINCIPAL SEGMENT)

DEFINITIONS OF ALL CLASSIFICATION AREAS AND CATEGORIES ARE INCLUDED IN EACH LISTING AT THE BEGINNING OF EACH SECTION. THESE DEFINITIONS WERE CLOSELY ADHERED TO IN CLASSIFYING ALL DOCUMENTS IN EACH CATEGORY.

II. HOW TO LOCATE MATERIALS

A. CONSULT TABLE OF CONTENTS.
B. LOCATE INSTRUCTIONAL PROGRAM OF CONCERN AND IDENTIFY THE APPROPRIATE PAGE NUMBER.
C. LOCATE PAGES IN THE LISTING AND READ THE DESCRIPTION FOR THE INSTRUCTIONAL PROGRAM IN QUESTION. BE SURE TO EXAMINE THE GENERAL INSTRUCTIONAL PROGRAM HEADING WHEN SEARCHING FOR SPECIFIC MATERIALS UNDER A SUBHEADING OF THAT INSTRUCTIONAL PROGRAM. MATERIALS WHICH WOULD APPLY TO ALL SUBHEADINGS WITHIN AN INSTRUCTIONAL PROGRAM ARE LISTED IN THE GENERAL HEADING.
D. SCAN THE CITATIONS FOLLOWING THE GENERAL HEADING AND SELECT THOSE OF INTEREST.

III. HOW TO INTERPRET THE DOCUMENT CITATION

A. THE CITATION OF A DOCUMENT BEGINS AT THE LEFT-HAND MARGIN AND IS DIVIDED INTO NINE AREAS OF INFORMATION.

1. TITLE: MATERIAL TITLE, NUMBER OF PAGES, AND DATE.
2. AUTHOR: THE AUTHOR OF THE MATERIAL, IF AVAILABLE.
3. CORPORATE AUTHOR: THE TITLE OF THE ORGANIZATION WHICH PRODUCED THIS MATERIAL.
4. RELEVANT TO: A STATEMENT AS TO THE INSTRUCTIONAL AREAS OR PROGRAMS TO WHICH THIS MATERIAL HAS BEEN CLASSIFIED.
5. ORIENTATION: A BRIEF ANNOTATION OF THE POTENTIAL USE OF THIS MATERIAL.
6. SUBJECT CONTENT: THIS AREA LISTS THE MAJOR SUBJECT TERMS CONTAINED WITHIN THE CONTENTS.
7. COMMENT: A CONCISE NARRATIVE WHICH DESCRIBES THE INSTRUCTIONAL MATERIALS, INCLUDING ANY SPECIAL ASPECTS.
8. MEDIA: THE METHOD BY WHICH THE MATERIAL IS PRESENTED.
9. SOURCE: THE SOURCE FROM WHICH THE MATERIAL MAY BE OBTAINED OR FURTHER INQUIRY MADE. MATERIALS AVAILABLE FOR PURCHASE INCLUDE COST, WHEN GIVEN.

* U.S. OFFICE OF EDUCATION, STANDARD TERMINOLOGY FOR CURRICULUM AND INSTRUCTION IN LOCAL AND STATE SCHOOL SYSTEMS, STATE EDUCATIONAL RECORDS & REPORTS SERIES: HANDBOOK VI. WASHINGTON, 1969.

IV. HOW TO ORDER SELECTED DOCUMENTS AVAILABLE FOR PURCHASE

A. FOR EACH MATERIAL DESIRED, PLACE YOUR ORDER WITH THE CORRECT SOURCE AND PROVIDE THE FOLLOWING INFORMATION:

CORRECT AND FULL TITLE (INCLUDING ANY VOLUME OR SERIES NUMBER GIVEN)
CORRECT SOURCE
CODE OR ORDERING NUMBER (IF AVAILABLE)
CORRECT PRICE (INCLUDE PREPAYMENT WITH ORDER)

B. GPO -- SOME DOCUMENTS LISTED IN THIS CATALOG IDENTIFY THE GPO (GOVERNMENT PRINTING OFFICE) AS THE SOURCE. WHEN ORDERING FROM THE GPO THE FOLLOWING INSTRUCTIONS AND INFORMATION APPLY:

1. ALL ORDERS MUST BE PREPAID (GPO DOES NOT DISTRIBUTE FREE MATERIALS, OTHER THAN THEIR PRICE LISTS AND OF SUCH NOTICES OF PUBLICATIONS),

2. USE THE EIGHT-DIGIT STOCK NUMBER, IF GIVEN,

3. SEND STANDARD SUPERINTENDENT OF DOCUMENTS ORDERING FORM, WITH PAYMENT ENCLOSED TO:

SUPERINTENDENT OF DOCUMENTS
U. S. GOVERNMENT PRINTING OFFICE
WASHINGTON, D. C. 20402

4. STANDARD ORDER FORMS AND OTHER INFORMATION ON UTILIZING THE RESOURCES OF GPO CAN BE OBTAINED FROM THE ABOVE ADDRESS.

AGRICULTURE IS COMPRISED OF THE GROUP OF RELATED COURSES OR UNITS OF SUBJECT MATTER WHICH ARE ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH PREPARATION FOR OR UPGRADING IN OCCUPATIONS REQUIRING KNOWLEDGE AND SKILLS IN AGRICULTURAL SUBJECTS. THE FUNCTIONS OF AGRICULTURAL PRODUCTION, AGRICULTURAL SUPPLIES, AGRICULTURAL MECHANIZATION, AGRICULTURAL PRODUCTS (PROCESSING), ORNAMENTAL HORTICULTURE, FORESTRY, AGRICULTURAL RESOURCES, AND THE SERVICES RELATED THERETO, ARE EMPHASIZED IN THE INSTRUCTION DESIGNED TO PROVIDE OPPORTUNITIES FOR PUPILS TO PREPARE FOR OR IMPROVE THEIR COMPETENCIES IN AGRICULTURAL OCCUPATIONS. AN AGRICULTURAL OCCUPATION MAY INCLUDE ONE OR ANY COMBINATION OF THESE FUNCTIONS.

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AGRICULTURE. 300 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01), COMPOSITION (05.04), AGRICULTURE (01.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED DISADVANTAGED OR HANDICAPPED STUDENT AT THE SECONDARY LEVEL IN RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AGRICULTURE ORIENTATION, COMMUNICATION, SPEECH, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A COMPREHENSIVE STUDENT EXERCISE BOOK WHICH TEACHES BASIC ENGLISH CONCEPTS WITH AN AGRICULTURAL EMPHASIS. THE TYPE IS SOMEWHAT LARGER THAN STANDARD BUT THE BOOKS ARE NOT IN PRIMARY TYPE. THE WORKBOOK IS ACCOMPANIED BY A SEPARATE ANSWER BOOKLET KEY. THIS WOULD BE VERY APPROPRIATE FOR EDUCABLE MENTALLY RETARDED AS WELL AS OTHER DISADVANTAGED OR HANICAPPED GROUPS.
MEDIA: WORKBOOK, ANSWER KEY.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION. 2000941

TITLE: AGRICULTURE. 34 P. 06/71.
AUTHOR: BARNETT, W.N.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: AGRICULTURE (01.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AGRICULTURE PROGRAMS.
SUBJECT CONTENT: RATIONALE, ACTIVITIES, MATERIALS.
COMMENT: THIS MATERIAL CONTAINS A NUMBER OF ORIENTATION LEARNING ACTIVITIES WHICH GIVE STUDENTS AN OVERVIEW OF SOME ASPECTS OF AGRICULTURE. THERE IS A SECTION ON MANPOWER NEEDS, TYPES OF OCCUPATIONS AND WAGES. EACH LEARNING ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, MATERIALS AND SUGGESTED PROCEDURES. THIS MATERIAL COULD BE USED WITH SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL EDUCATION STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008241

SUBJECT MATTER AND LEARNING ACTIVITIES WHICH ARE CONCERNED WITH THE PRINCIPLES AND PROCESSES INVOLVED IN THE PLANNING RELATED TO AND THE ECONOMIC USE OF FACILITIES, LAND, WATER, MACHINERY, CHEMICALS, FINANCE, AND LABOR IN THE PRODUCTION OF PLANT AND ANIMAL PRODUCTS. ACTIVITIES INCLUDE CLASSROOM INSTRUCTION AND LABORATORY EXPERIENCES IN AND OUT OF SCHOOL, INCLUDING FARMS, RANCHES, AND OTHER AGRICULTURALLY RELATED ESTABLISHMENTS.

PLANT SCIENCE: 01.0102

PLANNED LEARNING EXPERIENCES WHICH ARE CONCERNED WITH THE STUDY AND OPERATIONS DEALING WITH PRINCIPLES AND PRACTICES INVOLVED IN THE CULTURE AND PRODUCTION OF AGRICULTURAL PLANTS.

TITLE: LABORATORY PROJECT IN AGRICULTURE. 28 P. 08/70.
AUTHOR: HULL, MARC.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PLANT SCIENCE (01.0102), ARBORICULTURE (01.0501).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002381

TITLE: GARDENING AND TRUCK PATCH. 3 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MC RAE UNIT.
RELEVANT TO: MENTAL (19.020102), PLANT SCIENCE (01.0102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: FIELD WORK, FERTILIZING, PLANTING, CULTIVATING, HARVESTING, VOCATIONAL GARDENING CHECK SHEET.
COMMENT: THIS MATERIAL CONTAINS A VERY GOOD BREAKDOWN OF THE KINDS OF KNOWLEDGE AND SKILLS A STUDENT SHOULD ACQUIRE IN THIS TYPE OF TRAINING PROGRAM. THE TASK LISTING CHECK SHEET COULD BE USED BY ANY WORK SUPERVISOR. MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL COST FOR DUPLICATION AND MAILING.
2003061

FARM MECHANICS: 01.0103

A COMBINATION OF SUBJECT MATTER AND ACTIVITIES DESIGNED TO DEVELOP ABILITIES NECESSARY FOR ASSISTING WITH AND/OR PERFORMING THE COMMON AND IMPORTANT OPERATIONS OR PROCESSES INVOLVED IN THE SELECTION, OPERATION, MAINTENANCE, AND USE OF AGRICULTURAL POWER, AGRICULTURAL MACHINERY AND EQUIPMENT, STRUCTURES AND UTILITIES, SOIL AND WATER MANAGEMENT, AND AGRICULTURAL MECHANICS SHOP, INCLUDING KINDRED SALES AND SERVICES.

TITLE: JOB CORPS TRAINING STANDARD FOR FARM TRUCK AND HEAVY EQUIPMENT REPAIR. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MAINTENANCE (17.100301), FARM MECHANICS (01.0103).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB

TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FARM TRUCK AND HEAVY EQUIPMENT REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006231

FARM BUSINESS MANAGEMENT: 01.0104

PLANNED ACTIVITIES CONCERNED WITH FARM RESOURCE ANALYSIS, ACCOUNTING, PRODUCTION, FINANCING, RESOURCE ACQUISITION, PURCHASING, FARM INPUTS, PERFORMANCE RECORDS, CONTRACTS, MARKETING, AND MAINTENANCE. THE RESULTS OF THESE LEARNING ACTIVITIES ARE APPLIED TO FORMULATING DECISIONS INVOLVED IN MANAGING A FARM OR RANCH OPERATION.

TITLE: UNDERSTANDING TAXES. FARM EDITION. 40 P. 1971.
CORPORATE AUTHOR: U.S. DEPARTMENT OF TREASURY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), FARM BUSINESS MANAGEMENT (01.0104).
ORIENTATION: STUDENT OR TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PROGRAMS DEALING WITH FEDERAL INCOME TAX. PRINTED ON NEWSPAPER STOCK WITH COLORED ILLUSTRATIONS, SAMPLE FORMS AND TABLES.
SUBJECT CONTENT: FARM, TEACHING, TAXES.
COMMENT: THIS MATERIAL DEALS WITH DIFFERENT PROBLEMS THAT ARE ENCOUNTERED IN FILLING OUT INCOME TAX FORMS. IT IS WRITTEN IN A CONVERSATIONAL STORY-TELLING STYLE AND IS DIRECTED TO THE YOUNG TAXPAYER WHO WORKS AT FARMING. SECTIONS ARE INCLUDED ON THE HISTORY AND PURPOSES OF FEDERAL TAXATION. THE READING LEVEL IS EIGHTH TO TENTH GRADE AND THEREFORE MAY NEED TO BE RECORDED FOR USE BY POOR READERS.
MEDIA: TEXTBOOK.
SOURCE: THESE PUBLICATIONS ARE AVAILABLE FROM TEACHING TAXES COORDINATORS IN ALL FIFTY STATES. CONTACT YOUR LOCAL LIBRARIAN FOR ADDRESS IN YOUR STATE. FREE. 2091071

ORNAMENTAL HORTICULTURE: 01.05

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES CONCERNED WITH THE CULTURE OF PLANTS USED PRINCIPALLY FOR ORNAMENTAL OR ESTHETIC PURPOSES. INSTRUCTION EMPHASIZED KNOWLEDGE AND UNDERSTANDING IMPORTANT TO ESTABLISHING, MAINTAINING, AND MANAGING ORNAMENTAL HORTICULTURE ENTERPRISES.

TITLE: GARDENER JOB EVALUATION SHEETS. 7 P. 1971.
RELEVANT TO: ORNAMENTAL HORTICULTURE (01.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN HORTICULTURE PROGRAMS.
SUBJECT CONTENT: EQUIPMENT, PRACTICE FORMS.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVED PERFORMANCE AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004851

TITLE: JOB CORPS TRAINING STANDARD FOR NURSERY WORKER, LANDSCAPER ASSISTANT, GROUNDS KEEPER. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: ORNAMENTAL HORTICULTURE (01.05).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A NURSERY WORKER, LANDSCAPER ASSISTANT, GROUNDS KEEPER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006401

ARBORICULTURE: 01.0501

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES CONCERNED WITH THE PRINCIPLES AND PRACTICES INVOLVED IN THE CULTURE AND MAINTENANCE OF WOODY PLANTS USED FOR DECORATION AND SHADE PURPOSE.

TITLE: LABORATORY PROJECT IN AGRICULTURE. 28 P. 08/70.
AUTHOR: HULL, MARC.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PLANT SCIENCE (01.0102), ARBORICULTURE (01.0501).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002381

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES WHICH ARE CONCERNED WITH THE PRINCIPLES AND PRACTICES INVOLVED IN PRODUCING PLANTS UNDER GLASS AND IN OTHER ARTIFICIAL ENVIRONMENTS.

TITLE: THE GREENHOUSE. 19 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GREENHOUSE OPERATION AND MANAGEMENT (01.0503).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONS/TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: EXERCISES, MATH.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THE WORKBOOK CONSISTS OF A SERIES OF STORIES WHICH STUDENTS ARE INCLUDED. MATERIAL IS WRITTEN FOR SIXTH GRADE READING LEVEL. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: WORKBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003631

TITLE: JOB CORPS TRAINING STANDARD FOR FLORIST ASSISTANT. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GREENHOUSE OPERATION AND MANAGEMENT (01.0503), FLORISTRY (04.05).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FLORIST ASSISTANT. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006241

LANDSCAPING: 01.0504

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES WHICH ARE CONCERNED WITH THE PRINCIPLES AND PRACTICES INVOLVED IN LOCATING, PLANTING, AND MAINTAINING TURF, PLANTS, SHRUBS, OR DEVICES FOR THE BEAUTIFICATION OF HOME GROUNDS AND OTHER AREAS OF HUMAN HABITATION AND RECREATION.

TITLE: LABORATORY PROJECT IN AGRICULTURE. 9 P. 08/70.
AUTHOR: RAMSEY, HAROLD.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: LANDSCAPING (01.0504).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SORCE FOR FURTHER INFORMATION. 2002761

TITLE: YARDS AND GROUNDS TRAINING. 4 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: LANDSCAPING (01.0504), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: OBJECTIVES, METHODS, YARDS/GROUNDS CHECK SHEET.

COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A JOB AS A GARDENER. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING.
2003091

TITLE: BUILDING AND GROUNDS MAINTENANCE. 27 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: LANDSCAPING (01.0504), TURF MANAGEMENT (01.0506), CUSTODIAL SERVICES (17.11).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WTTH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, BUILDING MAINTENANCE, SKILLS INVOLVED, GROUNDS MAINTENANCE, EVALUATION, QUESTIONNAIRE.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THE MATERIALS REQUIRE SIXTH GRADE READING LEVEL FOR INDEPENDENT STUDENT USE BUT COULD BE USED BY LOWER READERS WITH SOME ASSISTANCE. UNITS ARE VERY THOROUGH AND CONTAIN SPECIFIC PERFORMANCE OBJECTIVES, MATERIALS FOR STUDENT USE, TEACHING METHODS SUGGESTIONS, TASK ANALYSIS, SKILLS EVALUATIONS, UNITS ON CHECKING ACCOUNTS, BUDGETING AND A BIBLIOGRAPHY OF OTHER MATERIALS AND REFERENCES. GOOD VISUALS INCLUDED. EVALUATION IS CURRENTLY BEING CONDUCTED.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003531

TITLE: HORTICULTURE (LANDSCAPING AND NURSERY). NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: LANDSCAPING (01.0504), NURSERY OPERATION AND MANAGEMENT (01.0505).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PROGRAMS.
SUBJECT CONTENT: CHARACTERISTICS, TERMINOLOGY, MATERIALS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, APPROPRIATE VOCABULARY, A LIST OF MATERIALS FOR DEMONSTRATION AND PRACTICE, GIVES DETAILED ENOUGH INSTRUCTICNS IN LEARNING ACTIVITIES SO THAT STUDENTS CAN TEACH THEMSELVES AND PROVIDES EVALUATION FORMS. A REFERENCE SECTION IS INCLUDED. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003581

NURSERY OPERATION AND MANAGEMENT: 01.0505

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES WHICH ARE CONCERNED WITH THE PRODUCTION OF TURF, PLANTS, AND/OR TREES FOR THE PURPOSE OF TRANSPLANTING OR PROPAGATING THEM.

TITLE: HORTICULTURE (LANDSCAPING AND NURSERY). NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: LANDSCAPING (01.0504), NURSERY OPERATION AND MANAGEMENT (01.0505).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PROGRAMS.
SUBJECT CONTENT: CHARACTERISTICS, TERMINOLOGY, MATERIALS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, APPROPRIATE VOCABULARY, A LIST OF MATERIALS FOR DEMONSTRATION AND PRACTICE, GIVES DETAILED ENOUGH INSTRUCTICNS IN LEARNING ACTIVITIES SO THAT STUDENTS CAN TEACH THEMSELVES AND PROVIDES EVALUATION FORMS. A REFERENCE SECTION IS INCLUDED. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: GUIDEBOOK.

SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003581

TURF MANAGEMENT: 01.0506

ORGANIZED SUBJECT MATTER AND PRACTICAL EXPERIENCES CONCERNED WITH THE PRINCIPLES AND PRACTICES INVOLVED IN ESTABLISHING, MANAGING, AND MAINTAINING GRASSED AREAS FOR ORNAMENTAL AND/OR RECREATIONAL PURPOSES.

TITLE: BUILDING AND GROUNDS MAINTENANCE. 27 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: LANDSCAPING (01.0504), TURF MANAGEMENT (01.0506), CUSTODIAL SERVICES (17.11).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WTTH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, BUILDING MAINTENANCE, SKILLS INVOLVED, GROUNDS MAINTENANCE, EVALUATION, QUESTIONNAIRE.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THE MATERIALS REQUIRE SIXTH GRADE READING LEVEL FOR INDEPENDENT STUDENT USE BUT COULD BE USED BY LOWER READERS WITH SOME ASSISTANCE. UNITS ARE VERY THOROUGH AND CONTAIN SPECIFIC PERFORMANCE OBJECTIVES, MATERIALS FOR STUDENT USE, TEACHING METHODS SUGGESTIONS, TASK ANALYSIS, SKILLS EVALUATIONS, UNITS ON CHECKING ACCOUNTS, BUDGETING AND A BIBLIOGRAPHY OF OTHER MATERIALS AND REFERENCES. GOOD VISUALS INCLUDED. EVALUATION IS CURRENTLY BEING CONDUCTED.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003531

ART IS COMPRISED OF THE ORGANIZED BODY OF SUBJECT MATTER OR RELATED COURSES INVOLVING PRIMARILY VISUAL, TACTILE, AND KINESTHETIC EXPRESSION. INCLUDED IN INSTRUCTION ARE THE TWO-DIMENSIONAL FORMS SUCH AS DRAWING, PAINTING, OR PRINTMAKING, THE THREE-DIMENSIONAL FORMS SUCH AS SCULPTURE OR POTTERY, OTHER SPATIAL CONCEPTS SUCH AS ARCHITECTURE AND DESIGN FOR THE PERFORMING ARTS, AND THE HISTORY AND THEORY OF ART. EMPHASIS IS PLACED UPON THE ESTHETIC AND CREATIVE FACTORS OF VISUAL FORMS.

A SPACE DESIGNED TO PROVIDE LEARNING SITUATIONS INVOLVING PARTICIPATION BY PUPILS IN THE VISUAL ARTS, EMPHASIZING THEIR EXPRESSIVE AND CREATIVE ASPECTS AND THE DEVELOPMENT OF NECESSARY RELATED SKILLS AND UNDERSTANDING. ESTHETIC MERIT, RATHER THAN TECHNICAL VIRTUOSITY, RECEIVES PRIMARY EMPHASIS. OPPORTUNITIES FOR STUDIO EXPERIENCES ARE PROVIDED UNDER DESCRIPTIVE TITLES SUCH AS BASIC DESIGN, COMMERCIAL DESIGN, ENVIRONMENTAL DESIGN, CRAFTS, DRAWING, PAINTING, PHOTOGRAPHY, PRINTMAKING, SCULPTURE, AND OTHER ART STUDIO.

TITLE: CERAMICS--SIMPLE FREE FORMS AND SLIP CASTING. 31 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: ART STUDIO (02.02).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, TEACHING METHODS, HEALTH, SAFETY, SUGGESTED PROJECTS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, PROVIDES DETAILED ENOUGH INSTRUCTIONS IN LEARNING ACTIVITIES SO THAT STUDENTS CAN TEACH THEMSELVES AND CONTAINS A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003591

INCLUDE HERE OTHER ORGANIZED SUBJECT MATTER AND EXPERIENCES EMPHASIZED IN ART WHICH ARE NOT LISTED OR CLASSIFIABLE UNDER ONE OF THE MAJOR CATEGORIES LISTED ABOVE, INCLUDING EMERGING ART CONCEPTS. (SPECIFY).

TITLE: THROWING A CYLINDER ON THE POTTERS WHEEL. 3 P. 08/70.
AUTHOR: HOLMES, PHIL.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: OTHER ART (02.99).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002851

TITLE: MAKING A VASE. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: OTHER ART (02.99).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002861

TITLE: MAKING A CUP. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: OTHER ART (02.99).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002871

DISTRIBUTIVE EDUCATION INCLUDES VARIOUS COMBINATIONS OF SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE PERFORMANCE OF ACTIVITIES THAT DIRECT THE FLOW OF GOODS AND SERVICES, INCLUDING THEIR APPROPRIATE UTILIZATION, FROM THE PRODUCER TO THE CONSUMER OR USER. THESE ACTIVITIES INCLUDE SELLING, AND SUCH SALES-SUPPORTING FUNCTIONS AS BUYING, TRANSPORTING, STORING, PROMOTING, FINANCING, MARKETING RESEARCH AND MANAGEMENT.

TITLE: DISTRIBUTIVE OCCUPATIONS FOR HANDICAPPED BASIC STUDENTS. 14 P. 10/67.
CORPORATE AUTHOR: NEW JERSEY STATE DEPT. OF EDUCATION.
RELEVANT TO: DISTRIBUTIVE EDUCATION (04.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED AS A RESOURCE IN DESIGNING INSTRUCTION FOR HANDICAPPED STUDENTS IN DISTRIBUTIVE OCCUPATIONS.
SUBJECT CONTENT: DISTRIBUTIVE EDUCATION, OBJECTIVES, ACTIVITIES, FILMS, BIBLIOGRAPHY.
COMMENT: THIS MATERIAL OUTLINES BROAD AREAS OF COURSE CONTENT, RECOMMENDS ACTIVITIES AND PROVIDES SUGGESTIONS ON SUPPLEMENTARY ACTIVITIES. A BIBLIOGRAPHY OF INSTRUCTIONAL MATERIALS IS INCLUDED.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. D. GARWOOD, DIRECTOR, VOCATIONAL EDUCATION FOR HANDICAPPED, STATE DEPARTMENT OF EDUCATION, 225 WEST STATE, TRENTON, NJ 08625. 2003031

TITLE: DISTRIBUTIVE EDUCATION. 15 P. 06/71.
AUTHOR: ANDERSON, MIRIAM.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DISTRIBUTIVE EDUCATION (04.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL DISTRIBUTIVE EDUCATION PROGRAMS.
SUBJECT CONTENT: RATIONALE, MATERIALS, TOOLS, EQUIPMENT, ACTIVITIES.
COMMENT: A BRIEF INTRODUCTORY UNIT COVERING SELLING, DUPLICATING MACHINES, AND JOB INTERVIEWING, AND JOB PREPARATION. THE MATERIAL IS COMPOSED OF LEARNING ACTIVITIES WHICH ARE WRITTEN USING PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, SUGGESTED PROCEDURES, MATERIALS AND A REFERENCE SECTION. PARTS OF THIS MATERIAL COULD BE USED BY SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008281

SEE FEEDBACK ⇨

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE VARIETY OF SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN RETAIL, WHOLESALE, AND SERVICE ESTABLISHMENTS ENGAGED IN SELLING, RENTING, STORING OR CARING OF CARS AND TRUCKS, AND IN SELLING AUTOMOTIVE PARTS, ACCESSORIES AND EQUIPMENT.

TITLE: SERVICE STATION ATTENDANT. 1 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: AUTOMOTIVE (04.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: TASK LISTING.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A SERVICE STATION ATTENDANT. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002711

TITLE: JOB CORPS TRAINING STANDARD FOR AUTOMOBILE PARTS CLERK. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: AUTOMOTIVE (04.03).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AUTOMOBILE PARTS CLERK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006451

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO A VARIETY OF SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN RETAIL AND WHOLESALE ESTABLISHMENTS ENGAGED IN SELLING FLORAL ARRANGEMENTS, CUT FLOWERS, GROWING PLANTS, ARTIFICIAL PLANTS, AND RELATED ITEMS FOR ORNAMENTAL USE.

TITLE: FLORIST'S ASSISTANT. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FLORISTRY (04.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002201

TITLE: LABORATORY PROJECT IN CALLING OUT AN FTD FLORAL ORDER. 5 P. 1970.
AUTHOR: GERMOND, CHRIS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FLORISTRY (04.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002211

TITLE: FLORIST'S ASSISTANT. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FLORISTRY (04.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A FLORIST'S ASSISTANT. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DISCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002611

TITLE: JOB CORPS TRAINING STANDARD FOR FLORIST ASSISTANT. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GREENHOUSE OPERATION AND MANAGEMENT (01.0503), FLORISTRY (04.05).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FLORIST ASSISTANT. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006241

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO A VARIETY OF SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ESTABLISHMENTS PRIMARILY ENGAGED IN SELLING FOOD FOR HOME PREPARATION AND CONSUMPTION, OR SELLING A GENERAL OR COMMODITY LINE OF FOOD PRODUCTS AT WHOLESALE.

TITLE: LABORATORY PROJECT FOR SUPERMARKET STOCKBOY. 3 P. 08/70.
AUTHOR: TYLER, R. K.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD DISTRIBUTION (04.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002471

TITLE: SUPERMARKET STOCK BOY. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD DISTRIBUTION (04.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A SUPERMARKET STOCKBOY. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002691

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST.
2003311

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ESTABLISHMENTS SERVING PREPARED FOODS AND DRINKS FOR CONSUMPTION ON THEIR OWN PREMISES OR AT A PLACE DESIGNATED BY THE CUSTOMER.

TITLE: SOFT ICE CREAM MACHINE PREPARATION, OPERATION AND CLEAN UP. 6 P. 08/70.
AUTHOR: LACK, BRIAN M. S.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), FOOD SERVICES (04.07).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER ACTIVITIES ARE DIVIDED INTO PREREQUISITE LEARNING AND COMPONENT TASKS. THE MATERIAL WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002811

TITLE: PREPARE, USE AND CLEAN GRILL. 4 P. 08/70.
AUTHOR: QUINLAN, ROBERT.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD SERVICES (04.07), QUANTITY FOOD OCCUPATICNS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, TOOLS, MATERIALS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002831

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO A VARIETY OF SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL ENGAGED PRIMARILY IN SELLING VARIOUS TYPES OF MERCHANDISE AT RETAIL IN DEPARTMENT STORES, JUNIOR DEPARTMENT STORES, VARIETY STORES, GENERAL MERCHANDISE STORES, DISCOUNT STORES, AND CATALOG HOUSES.

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATIONS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE.
2003041

TITLE: TOSCO APPLIANCES. 119 P. NO DATE.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GENERAL MERCHANDISE (04.08).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: FOOD STORAGE, LAUNDRY, SEWING, T.V., OFFICE EQUIPMENT, TOOLS, LAWN/CAMPING EQUIPMENT.
COMMENT: THIS BOOKLET CONTAINS A MERCHANDISE LISTING OF ITEMS WHICH STUDENTS SELL IN THEIR SIMULATED RETAIL AND CATALOG SALES OPERATION. SEE TOSCC SIMULATED OFFICE EDUCATION PROJECT. FIELD EVALUATION OF MATERIALS IS CURRENTLY UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIVISION OF VOCATIONAL EDUCATION, 600 WYNDHURST AVENUE, BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISORS TO GET THIS MATERIAL FOR THEM. FREE.
2003051

TITLE: JOB CORPS TRAINING STANDARD FOR RETAIL SALES CLERK. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GENERAL MERCHANDISE (04.08).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A RETAIL SALES CLERK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006431

TITLE: HELEN GREENE, DEPARTMENT STORE WORKER. 96 P. 1967.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORRATION.
RELEVANT TO: GENERAL MERCHANDISE (04.08).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.

SUBJECT CONTENT: STORIES, COMPREHENSION QUESTICNS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. GIVES A GOOD OVERVIEW OF THE RETAILER'S JOB. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007701

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO VARIOUS SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ESTABLISHMENTS ENGAGED PRIMARILY IN SELLING ONE OR MORE OF THE FOLLOWING PRODUCT LINES AT RETAIL, AT WHOLESALE, OR TO CONTRACTORS: HARDWARE, PAINT, WALLPAPER, LUMBER, BUILDING MATERIALS, SUPPLIES AND EQUIPMENT FOR HOME CONSTRUCTION, OR FARM AND GARDEN SUPPLIES AND EQUIPMENT.

TITLE: AGRICULTURAL FEED AND SUPPLIES STORE STOCK CLERK. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: HARDWARE, FARM AND GARDEN SUPPLIES (04.09).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002391

TITLE: AGRICULTURAL FEED AND SUPPLIES STORE, STORE CLERK. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: HARDWARE, FARM AND GARDEN SUPPLIES (04.09).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A FEED STORE CLERK. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002601

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE VARIETY OF SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN RETAIL OR WHOLESALE ESTABLISHMENTS ENGAGED IN THE DISTRIBUTION OF PETROLEUM PRODUCTS.

TITLE: THE SERVICE STATION ATTENDANT. 8 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PETROLEUM (04.16).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, TEACHING METHODS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, PROVIDES A LIST OF STUDENTS ACTIVITIES AND HAS A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MISS. LIMITED QUANTITIES AVAILABLE. 2003611

TITLE: JOB CORPS TRAINING STANDARD FOR SERVICE STATION ATTENDANT. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: PETROLEUM (04.16).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A SERVICE STATION ATTENDANT. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006321

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE VARIETY OF SALES, COUNSELING, AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ESTABLISHMENTS PRIMARILY ENGAGED IN PROVIDING AMUSEMENT, RECREATION, ENTERTAINMENT, RECREATIONAL SUPPLIES AND EQUIPMENT, OR TRAVEL SERVICES. THIS INSTRUCTIONAL PROGRAM IS ALSO DESIGNED FOR EMPLOYEES AND MANAGEMENT PERSONNEL ENGAGED IN OTHER TRAVEL SERVING BUSINESSES WHO ASSUME RESPONSIBILITIES FOR STIMULATING THE LOCAL ECONOMY THROUGH TOURISM.

TITLE: SWIMMING POOL ISSUE COUNTER ATTENDANT. 3 P. 08/71.
AUTHOR: SORENSEN, ANITRA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: RECREATION AND TOURISM (04.18).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002441

TITLE: SKI LIFT OPERATOR. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: RECREATION AND TOURISM (04.18).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A SKI LIFT OPERATOR. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002701

ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES RELATED TO THE PHYSICAL MOVEMENT OF PEOPLE, PERSONAL EFFECTS AND PRODUCTS, AND THE SALES, STORING, AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ENTERPRISES ENGAGED IN PASSENGER AND FREIGHT TRANSPORTATION, PUBLIC WAREHOUSING, AND SERVICES INCIDENTAL TO TRANSPORTATION.

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATICNS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE. 2003041

TITLE: JOB CORPS TRAINING STANDARD FOR TRUCK DRIVER (HEAVY), TRUCK DRIVER (LIGHT). 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: TRANSPORTATION (04.19).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A TRUCK DRIVER (HEAVY), TRUCK DRIVER (LIGHT). ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006421

INCLUDE HERE OTHER ORGANIZED INSTRUCTIONAL PROGRAMS AND LEARNING EXPERIENCES, EMPHASIZED IN SALES AND SALES-SUPPORTING TASKS PERFORMED BY DISTRIBUTIVE EMPLOYEES AND MANAGEMENT PERSONNEL IN ESTABLISHMENTS ENGAGED IN SELLING MERCHANDISE PURCHASED FOR RESALE TO CUSTOMERS FOR PERSONAL, HOUSEHOLD, BUSINESS OR FARM USE, WHICH ARE NOT LISTED ABOVE. (SPECIFY.)

TITLE: JOB CORPS TRAINING STANDARD FOR WAREHOUSEMAN AND MATERIALS HANDLER. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: RETAIL TRADE, OTHER (04.20).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A WAREHOUSEMAN AND MATERIALS HANDLER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006551

SEE FEEDBACK

ENGLISH LANGUAGE ARTS IS COMPRISED OF THE BODY OR RELATED SUBJECT MATTER, OR THE BODY OF RELATED COURSES, ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH DEVELOPING (1) AN UNDERSTANDING OF THE LANGUAGE SYSTEM, (2) PROFICIENCY AND CONTROL IN USE OF THE ENGLISH LANGUAGE, (3) APPRECIATION OF A VARIETY OF LITERARY FORMS, (4) UNDERSTANDING AND APPRECIATION OF VARIOUS ASPECTS OF PAST AND PRESENT CULTURES AS EXPRESSED IN LITERATURE, AND (5) INTERESTS WHICH WILL MOTIVATE LIFELONG LEARNING.

SUBJECT MATTER AND EXPERIENCES CONCERNED WITH KNOWLEDGE, UNDERSTANDING, AND SKILLS DESIGNED TO DEVELOP COMPETENCY IN THE USE OF LANGUAGE. EMPHASIS IS ON (1) ORAL LANGUAGE INVOLVING 'INTAKE' (LISTENING), AND 'OUTPUT' (SPEAKING), AND (2) WRITTEN LANGUAGE INVOLVING 'INTAKE' (READING), AND 'OUTPUT' (WRITING). ACTIVITIES INCLUDE THE DEVELOPMENT OF VOCABULARY, CONCEPTS, INTERPRETATIONS, REACTIONS AND RESPONSES, AND CONCENTRATION ON SKILLS IN WRITING, READING, SPEAKING, LISTENING.

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AUTO MECHANICS. 350 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATION EDUCATION.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03), LANGUAGE SKILLS (05.01), COMPOSITION (05.04).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED IN SECONDARY AND POSTSECONDARY RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AUTO MECHANICS ORIENTATION, SPEECH, COMMUNICATION, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A MATERIAL THAT CAN BE USED INDEPENDENTLY BY SIGHTED STUDENTS. IT CONTAINS MANY EXERCISES IN DIFFERENT AREAS OF STUDY AND THE PROBLEMS WHICH STUDENTS WORK ARE RELATED TO THE AREA OF AUTO MECHANICS. WOULD BE A GOOD MATERIAL FOR RELATED EDUCATION CLASSES.
MEDIA: WORKBOOK.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000921

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AGRICULTURE. 300 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01), COMPOSITION (05.04), AGRICULTURE (01.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED DISADVANTAGED OR HANDICAPPED STUDENT AT THE SECONDARY LEVEL IN RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AGRICULTURE ORIENTATION, COMMUNICATION, SPEECH, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A COMPREHENSIVE STUDENT EXERCISE BOOK WHICH TEACHES BASIC ENGLISH CONCEPTS WITH AN AGRICULTURAL EMPHASIS. THE TYPE IS SOMEWHAT LARGER THAN STANDARD BUT THE BOOKS ARE NOT IN PRIMARY TYPE. THE WORKBOOK IS ACCOMPANIED BY A SEPARATE ANSWER BOOKLET KEY. THIS WOULD BE VERY APPROPRIATE FOR EDUCABLE MENTALLY RETARDED AS WELL AS OTHER DISADVANTAGED OR HANICAPPED GROUPS.
MEDIA: WORKBOOK, ANSWER KEY.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000941

TITLE: COMMUNICATIVE SKILLS--II. AN ENGLISH COURSE FOR CAREER-ORIENTED STUDENTS. 255 P. 1972.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION AND LITTLE ROCK PUBLIC SCHOOLS.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SIGHTED SECONDARY SPECIAL NEEDS STUDENTS IN RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: GRAMMAR, JOB COMMUNICATION, CAREER-ORIENTED.
COMMENT: THIS MATERIAL REQUIRES A SIXTH GRADE READING LEVEL. IT DOES AN EXCELLENT JOB OF RELATING ACADEMIC SUBJECT MATTER TO VOCATIONAL TRAINING AREAS. SAMPLE TOPICS ARE: (1)CLEAR THINKING, (2) USING WORDS EFFECTIVELY, (3) WRITING CLEAR SENTENCES, (4) READING ON THE JOB, (5) WRITING ON THE JOB, (5) DISCUSSION TECHNIQUES. A LITERATURE SECTION IS INCLUDED WHICH DOES NOT REFLECT VOCATIONAL INTERESTS.
MEDIA: TEXTBOOK.
SOURCE: MR. R.F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201.
2001651

TITLE: BUILDING ENGLISH SKILLS. 112 P. 1971.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SECONDARY AND POSTSECONDARY SPECIAL NEEDS STUDENTS IN RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: ENGLISH SKILLS ORIENTATION, NOUNS, VERBS, PRONOUNS, ADJECTIVES, ADVERBS, PREPOSITIONS, CONJUNCTIONS, INTERJECTIONS, SENTENCE ORIENTATION.
COMMENT: THIS MATERIAL IS VERY APPROPRIATE FOR USE WITH OLDER STUDENTS BECAUSE THE WRITING AND READING EXERCISES ARE TIED TO SUBJECTS WHICH ARISE IN DIFFERENT VOCATIONAL AREAS. GOOD VOCABULARY. COULD BE USED WITH EDUCABLE MENTALLY RETARDED OR THOSE NEEDING REMEDIAL ENGLISH TRAINING. WRITTEN ON A SIXTH GRADE READING LEVEL.
MEDIA: WORKBOOK.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE, TN 37219. 2001721

TITLE: COMMUNICATIVE SKILLS--10. AN ENGLISH COURSE FOR VOCATIONAL STUDENTS. 234 P. 1971.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION AND LITTLE ROCK PUBLIC SCHOOLS.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL EDUCATION PROGRAMS.
SUBJECT CONTENT: COMMUNICATION, LANGUAGE, LESSON PLANS, LIBRARY USES, GRAMMAR.
COMMENT: STUDENTS SHOULD BE ABLE TO USE THIS MATERIAL INDEPENDENTLY PROVIDED THEY HAVE SIXTH TO EIGHTH GRADE READING LEVEL. THE DIRECTIONS ARE SELF EXPLANATORY FOR THE MOST PART AND THE ACTIVITIES ARE SEQUENTIAL AND THOROUGH. THE MATERIAL DOES NOT REFLECT STRONG RELATED EDUCATION EMPHASIS AND THE LEARNING ACTIVITIES DO NOT CORRELATE WITH VOCATIONAL CLASSROOM EXPERIENCES.
MEDIA: TEXTBOOK.
SOURCE: MR. R. F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003481

TITLE: AN ENGLISH COURSE FOR CAREER-ORIENTED STUDENTS. 255 P. 1972.
AUTHOR: STEELE, RUTH.
CORPORATE AUTHOR: LITTLE ROCK PUBLIC SCHOOLS.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: TEACHER OR STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN RELATED EDUCATION ENGLISH.
SUBJECT CONTENT: COMMUNICATION ORIENTATION, LESSON PLANS.
COMMENT: A COMPREHENSIVE WORKBOOK IN COMMUNICATIVE SKILLS. CONTAINS ACTIVITIES IN CLEAR THINKING, SENTENCE CONSTRUCTION, MASS MEDIA, READING AND WRITING ON THE JOB.
MEDIA: TEXTBOOK.
SOURCE: DIRECTOR FOR VOCATIONAL EDUCATION, LITTLE ROCK PUBLIC SCHOOLS, LITTLE ROCK, AR. CONTACT SOURCE FOR PRICE INFORMATION. 2006951

TITLE: FULL SPEED AHEAD--COMMUNICATIONS 3. 90 P. 1966.
AUTHOR: BAUER, JOSEPHINE.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN LITERACY IMPROVEMENT TRAINING.
SUBJECT CONTENT: READING COMPREHENSION DRILLS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INDLUDED DUE TO LACK OF SAMPLE COPY. THIS IS THE LAST OF THREE TEXTS DESIGNED TO RAISE ADULT STUDENTS TO THE LEVEL OF LITERACY AS RAPIDLY AS POSSIBLE. A SERIES OF EXERCISES IS PRESENTED STRESSING INDEPENDENT WORK AND ORAL READING.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, FOLETT EDUCATIONAL CORPORATION, CHICAGO, IL. 2007211

TITLE: GETTING STARTED--COMMUNICATIONS 1. 105 P. 1966.
AUTHOR: BAUER, JOSEPHINE.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN LITERACY IMPROVEMENT TRAINING.
SUBJECT CONTENT: FOUR DIFFERENT ALPHABETS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THIS IS THE FIRST OF THREE TEXTS DESIGNED TO RAISE ADULT STUDENTS TO THE LEVEL OF LITERACY AS RAPIDLY AS POSSIBLE. IT IS ASSUMED THAT THE STUDENT HAS HAD NO FORMER LITERACY INSTRUCTION.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, FOLLETT EDUCATIONAL CORPORATION, CHICAGO, IL. 2007221

TITLE: TAKING STOCK. 23 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL TRAINING OR RELATED EDUCATION-READING.
SUBJECT CONTENT: PERSONALITY TRAITS, VOCABULARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. CONTAINS LESSONS ON SOCIAL AND COMMUNICATION SKILLS. WORKBOOK GEARE

TO APPROXIMATELY A FOURTH GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007511

TITLE: THE LANGUAGE YOU SPEAK. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: LANGUAGE SKILLS (05.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT ENGLISH GRAMMAR PROBLEMS, AND COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007771

TITLE: COMMUNICATION SKILLS. READING -- ENGLISH. 102 P. NO DATE.
AUTHOR: KEMPER, RICHARD E., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN READING AND COMMUNICATION PROGRAMS.
SUBJECT CONTENT: DEVELOPING MATERIALS AND METHODS, ACTIVITIES, MEDIA AND METHODS, INSTRUCTIONAL UNIT PLANS.
COMMENT: THIS IS EXTREMELY FINE MATERIAL WHICH OFFERS VERY SPECIFIC KINDS OF ASSISTANCE TO THE READING AND COMMUNICATIONS INSTRUCTOR WITH SPECIAL NEEDS STUDENTS. AREAS WHICH ARE COVERED: THE READING PROBLEM--A GUIDE TO SPECIFIC LEVELS, SKILLS, AND MATERIALS, SPECIFIC TECHNIQUES--DEVELOPING MATERIALS AND METHODS, SPECIFIC ACTIVITIES IN COMMUNICATION SKILLS, INSTRUCTIONAL UNIT PLANS. EXCELLENT REFERENCES TO OTHER SOURCES OF INSTRUCTIONAL MATERIALS ARE INCLUDED. THE FORMAT ON THE UNITS IN THIS MATERIAL IS PARTICULARLY OUTSTANDING. EACH CONTAINS: A RATIONALE, PURPOSES, SPECIFIED BEHAVIORAL OUTCOMES, OPTIONAL STUDENT SKILL DEVELOPMENT AND APPLICATION ACTIVITIES AND TEACHER PROCESSES AND PROCEDURES.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008191

TITLE: COMMUNICATION SKILLS. READING ENGLISH. 96 P. NO DATE.
AUTHOR: KEMPER, RICHARD E., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN DEVELOPING COMMUNICATION AND READING SKILLS.
SUBJECT CONTENT: GENERAL DESCRIPTION OF THE PROGRAM, COMMUNICATION NEEDS, ACTIVITIES AND EXPERIENCES, SKILLS AND MATERIALS.
COMMENT: THIS MATERIAL CONTAINS SUGGESTED ACTIVITIES, INSTRUCTIONAL GUIDES AND UNIT PLANS TO ASSIST THE TEACHER WORKING WITH SPECIAL NEEDS STUDENTS IN READING AND COMMUNICATION SKILLS. SECTIONS OF INTEREST ARE: INSTRUCTIONAL TECHNIQUES, CLASSROOM ORGANIZATION, READING SKILLS CHECKLIST, STUDENT BEHAVIOR CHECKLIST AND A SELF EVALUATION CHECKLIST.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008211

TITLE: DICTIONARY. 21 P. 07/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: LANGUAGE SKILLS (05.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: ALPHABET, PRONUNCIATION, SPELLING, DICTIONARY ORIENTATION.
COMMENT: ILLUSTRATED TEXT DESIGNED TO ORIENT THE STUDENT TO THE DICTIONARY AS A TOOL. NUMEROUS EXERCISES ARE INCLUDED SO THE STUDENT WILL USE THE DICTIONARY. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010381

TITLE: NAVY LIFE READING AND WRITING FOR SUCCESS IN THE NAVY. 129 P. 1966.
CORPORATE AUTHOR: BUREAU OF NAVAL PERSONNEL.
RELEVANT TO: EDUCATIONAL (19.0102), LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN REMEDIAL READING PROGRAMS.
SUBJECT CONTENT: READING, WRITING.
COMMENT: THIS MATERIAL IS A PHONICS SUPPLEMENT AND TEACHES WORD ATTACK SKILLS FOR POOR READERS. IT IS ILLUSTRATED WITH DRAWINGS OF NAVY SCENES AND WOULD THEREFORE BE ESPECIALLY GOOD TO USE WITH OLDER BOYS WHO HAVE SEVERE READING PROBLEMS. MANY OF THE EXERCISES COULD EASILY HAVE BEEN TAKEN FROM ELEMENTARY READING BOOKS. THEY APPEAR MORE ADULT IN THIS DOCUMENT, LARGE READABLE TYPE IS USED. WOULD BE EXCELLENT MATERIAL TO USE WITH EDUCABLE MENTALLY RETARED.
MEDIA: WORKBOOK.
SOURCE: G.P.O., 0847-0155, $0.75. 2090171

TITLE: NAVY LIFE. READING AND WRITING FOR SUCCESS IN THE NAVY. BOOK 2. 145 P. 1966.
CORPORATE AUTHOR: BUREAU OF NAVAL PERSONNEL.
RELEVANT TO: EDUCATIONAL (19.0102), LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL READING INSTRUCTION.
SUBJECT CONTENT: READING, WRITING.
COMMENT: THIS IS THE SECOND WORKBOOK IN THIS SERIES AND CONTINUES THE EMPHASIS OF BOOK ONE ON LEARNING PHONICS RULES. THE BOOK IS FILLED WITH DIFFERENT STUDENT EXERCISES WHICH STRESS ASPECTS OF NAVY LIFE. THIS WOULD BE AN EXCELLENT MATERIAL TO USE WITH HIGH SCHOOL OR DROP OUT BOYS WHO NEED HELP WITH REMEDIAL READING. IT BEARS LITTLE RESEMBLANCE TO A PRIMARY TEXT AND THE SUBJECT MATTER SHOULD BE MOTIVATING. STUDENTS WITH LOW READING LEVELS CAN USE THIS MATERIAL.
MEDIA: WORKBOOK.
SOURCE: G.P.O., 0847-0115, $1.00. 2091251

LEARNING ACTIVITIES CONCERNED WITH THE ART OF SELECTING, COMBINING, ARRANGING WORDS IN CONNECTED DISCOURSE.

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AUTO MECHANICS. 350 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATION EDUCATION.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03), LANGUAGE SKILLS (05.01), COMPOSITION (05.04).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED IN SECONDARY AND POSTSECONDARY RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AUTO MECHANICS ORIENTATION, SPEECH, COMMUNICATION, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A MATERIAL THAT CAN BE USED INDEPENDENTLY BY SIGHTED STUDENTS. IT CONTAINS MANY EXERCISES IN DIFFERENT AREAS OF STUDY AND THE PROBLEMS WHICH STUDENTS WORK ARE RELATED TO THE AREA OF AUTO MECHANICS. WOULD BE A GOOD MATERIAL FOR RELATED EDUCATION CLASSES.
MEDIA: WORKBOOK.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000921

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AGRICULTURE. 300 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION.
RELEVANT TO: LANGUAGE SKILLS (05.01), COMPOSITION (05.04), AGRICULTURE (01.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED DISADVANTAGED OR HANDICAPPED STUDENT AT THE SECONDARY LEVEL IN RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AGRICULTURE ORIENTATION, COMMUNICATION, SPEECH, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A COMPREHENSIVE STUDENT EXERCISE BOOK WHICH TEACHES BASIC ENGLISH CONCEPTS WITH AN AGRICULTURAL EMPHASIS. THE TYPE IS SOMEWHAT LARGER THAN STANDARD BUT THE BOOKS ARE NOT IN PRIMARY TYPE. THE WORKBOOK IS ACCOMPANIED BY A SEPARATE ANSWER BOOKLET KEY. THIS WOULD BE VERY APPROPRIATE FOR EDUCABLE MENTALLY RETARDED AS WELL AS OTHER DISADVANTAGED OR HANICAPPED GROUPS.
MEDIA: WORKBOOK, ANSWER KEY.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL-TECHNICAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000941

SUBJECT MATTER AND EXPERIENCES COMPRISED OF A WIDE SPECTRUM OF STUDIES AND ACTIVITIES THAT RANGE FROM THE SCIENTIFIC (VOICE SCIENCE) THROUGH THE HUMANISTIC (RHETORIC) AND THE BEHAVIORAL SCIENCES (GROUP DYNAMICS) TO THE ARTISTIC (ORAL INTERPRETATION OF LITERATURE). THE UNIFYING FEATURE OF THESE STUDIES AND ACTIVITIES IS THE PREDOMINANCE, IN VARYING DEGREES, OF ORAL COMMUNICATION.

TITLE: CONFERENCE TECHNIQUES. 57 P. 1971.
AUTHOR: ROSE, SUSAN.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COUNSELING OR COMMUNICATIONS TRAINING.
SUBJECT CONTENT: LEADERSHIP, PARTICIPATION, FUNCTIONS OF PUBLIC AND PRIVATE CONFERENCES.
COMMENT: STRESSES ADAPTATION OF DEAF STUDENTS TO THE DEMANDS OF CONFERENCE SITUATIONS WHERE HEARING STUDENTS PARTICIPATE. COURSE OUTLINE AND SUGGESTED ACTIVITIES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001692

TITLE: INTRODUCTION TO SPEECH AND HEARING. 14 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH CAN BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVELS WHO ARE DEVELOPING THEIR UNDERSTANDING OF THEIR UNIQUE SPEECH AND HEARING PROBLEMS.
SUBJECT CONTENT: ANATOMY AND PHYSIOLOGY OF THE EAR AND SPEECH MECHANISM, CAUSES AND EFFECTS OF HEARING LOSS, SPEECH PRODUCTION, SPEECH PROBLEMS, ORAL EXPRESSION IN COMMUNICATION, HEARING TESTS, INTERPRETING AUDIOGRAMS, CARE AND REPAIR OF HEARING AIDS, NEW TECHNIQUES FOR TEACHING SPEECH TO THE DEAF.
COMMENT: COURSE OUTLINE WITH INDIVIDUAL LESSON DETAILS. NOT APPLICABLE TO OTHER SPECIAL NEEDS POPULATIONS.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001702

TITLE: EFFECTIVE SIMULTANEOUS COMMUNICATION. 27 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH CAN BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COMMUNICATIONS AND GROUP WORK TRAINING.
SUBJECT CONTENT: USE OF LIPREADING, SIGNING AND INTERPRETER SERVICES BY THE DEAF. GROUP ORGANIZATION AND APPROPRIATE ROLES, PARLIAMENTARY PROCEDURE.
COMMENT: DEVELOPED TO STRENGTHEN LEADERSHIP AND ORGANIZATIONAL ABILITY WITHIN HEARING AND DEAF COMMUNITIES. HELPFUL HINTS ON HOW TO COMMUNICATE WELL WITH OTHERS IN INDIVIDUAL AND GROUP SITUATIONS. PUBLIC SPEAKING METHODS UTILIZING SIMULTANEOUS MODE OF EXPRESSION ARE EMPHASIZED. DEVELOPED FOR DEAF STUDENTS AT NTID.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001712

TITLE: EFFECTIVE ORAL COMMUNICATION. 45 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COMMUNICATIONS TRAINING.
SUBJECT CONTENT: LESSON OUTLINES, PUBLIC SPEAKING, USE OF THE BODY WHEN SPEAKING, BASIC FACTORS, SAMPLE SPEECHES, POSSIBLE TOPICS, BIBLIOGRAPHY. EXPLANATION OF INFORMAL, PERSUASIVE, OCCASIONAL AND IMPROMPTU SPEECHES. HOW TO MINIMIZE TENSION IN PUBLIC SPEAKING. PRACTICE USE OF PRINCIPLES AS APPLIED IN REALISTIC JOB INTERVIEW SITUATIONS SUCH AS ASKING THE BOSS FOR A RAISE, EXPLAINING SOMETHING TO STAFF, ETC. EVALUATIVE TECHNIQUES IN ROLE AS A LISTENER.
COMMENT: HAS APPLICATION TO ANY STUDENT WISHING TO INCREASE HIS SPEAKING EFFECTIVENESS.

VOCABULARY ABOVE THAT OF AN EDUCABLE MENTALLY RETARDED. THIS IS A GUIDEBOOK FOR TEACHERS AND A WORKBOOK FOR STUDENTS. IT GIVES THE STUDENT NEEDED EXPERIENCE IN PREPARING, ORGANIZING AND PRESENTING MATERIAL FOR GROUP AND OR INDIVIDUAL PRESENTATION IN SOCIAL OR PROFESSIONAL SITUATIONS.

MEDIA: GUIDEBOOK.

SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001722

EDUCATION FOR HEALTH OCCUPATIONS COMPRISES THE BODY OF RELATED SUBJECT MATTER, OR THE BODY OF RELATED COURSES, AND PLANNED EXPERIENCES DESIGNED TO IMPART KNOWLEDGE AND DEVELOP UNDERSTANDINGS AND SKILLS REQUIRED TO SUPPORT THE HEALTH PROFESSIONS. INSTRUCTION IS ORGANIZED TO PREPARE PUPILS FOR OCCUPATIONAL OBJECTIVES CONCERNED WITH ASSISTING QUALIFIED PERSONNEL IN PROVIDING DIAGNOSTIC, THERAPEUTIC, PREVENTIVE, RESTORATIVE, AND REHABILITATIVE SERVICES TO PEOPLE, INCLUDING UNDERSTANDINGS AND SKILLS ESSENTIAL TO PROVIDE CARE AND HEALTH SERVICES TO PATIENTS.

TITLE: MLT ASSOCIATE DEGREE PROGRAM ANATOMY-PHYSIOLOGY (MEDICAL TERMINOLOGY), DEVELOPMENT MATERIAL STUDENT NOTEBOOK. 1970-71.
AUTHOR: WOODRUFF, R., AND OTHERS.
CORPORATE AUTHOR: ELLEN FIRME EDUCATION SYSTEMS.
RELEVANT TO: HEALTH OCCUPATIONS EDUCATION (07.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN ASSOCIATE DEGREE TRAINING PROGRAMS.
SUBJECT CONTENT: TERMINOLOGY, SUFFIX LIST, GLOSSARY, BODY SYSTEMS.
COMMENT: THIS MATERIAL HAS BEEN SUCCESSFULLY USED WITH MANPOWER TRAINING CLIENTS AND IS PART OF A COURSE OF STUDIES LEADING TO CERTIFICATION AS A LABORATORY HISTOLOGY TECHNICIAN. IT IS PERIODICALLY UPDATED AND HAS BEEN EVALUATED THROUGH EXPOSURE TO OTHER PROFESSIONAL EDUCATORS. AN ADVANCED MEDICAL LABORATORY PROGRAM OF STUDIES IS ALSO AVAILABLE FROM THE SAME SOURCE. LIMITED ILLUSTRATION INCLUDED. MOST CONTENT DEALS WITH MEDICAL VOCABULARY, ABBREVIATIONS AND MULTIPLE CHOICE QUESTIONS. NOT SUITABLE FOR USE WITH RETARDED POPULATIONS.
MEDIA: WORKBOOK.
SOURCE: MS. E. FIRME, COORD-ST ANTHONY'S LABORATORY, WABASH AT ANN STREETS, MICHIGAN CITY, IN 46360. CONTACT SOURCE FOR PRICE INFORMATION. 2003821

TITLE: CODE BLUE. 1 P. 1970.
CORPORATE AUTHOR: BUREAU OF HEALTH MANPOWER EDUCATION.
RELEVANT TO: HEALTH OCCUPATIONS EDUCATION (07.), ETHNIC (19.0104).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH MINORITY STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN ENCOURAGING THEM TO PURSUE A HEALTH RELATED OCCUPATION.
SUBJECT CONTENT: DOCUMENTARY FILM, MINORITY STUDENTS, MEDICINE.
COMMENT: THIS FILM WAS DEVELOPED SPECIFICALLY FOR USE IN COUNSELING MINORITY GROUP STUDENTS. IT IS AN EXCELLENT AND COMPELLING STATEMENT OF THE NEED FOR MORE MINORITY DOCTORS.
MEDIA: BROCHURE.
SOURCE: MODERN TALKING PICTURE SERVICE, INC., 2323 NEW HYDE PARK ROAD, NEW HYDE PARK, NY 11040. 2008141

TITLE: HEALTH OCCUPATIONS. 27 P. 06/71.
AUTHOR: SMITH, NELLE C., R.N.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: HEALTH OCCUPATIONS EDUCATION (07.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION PROGRAMS.
SUBJECT CONTENT: ACTIVITIES, RATIONALE, TOOLS, EQUIPMENT.
COMMENT: THIS MATERIAL IS AN INTRODUCTORY OVERVIEW OF DIFFERENT ASPECTS OF HEALTH RELATED OCCUPATIONS. THERE IS A BRIEF ONE PAGE RESUME OF MANPOWER NEEDS FORECASTS WHICH GIVE LIMITED SALARY INFORMATION. THE UNITS ARE ESPECIALLY SUITABLE FOR PREVOCATIONAL OR SURVEY COURSES. 20 LEARNING ACTIVITIES ARE DESCRIBED IN TERMS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES AND REFERENCES. THIS UNIT WOULD BE APPLICABLE IN PART TO SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL EXPLORATION PROGRAMS. A HIGH QUALITY MATERIAL.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008331

PLANNED SUBJECT MATTER AND LABORATORY EXPERIENCES CONCERNED WITH BACTERIOLOGICAL, BIOLOGICAL, AND CHEMICAL TESTS TO PROVIDE DATA FOR USE IN DIAGNOSIS AND TREATMENT OF DISEASES--USING MICROSCOPES, MICROMETERS, AND OTHER INSTRUMENTS. PERSONS PREPARED IN THIS AREA USUALLY WORK UNDER THE SUPERVISION OF MEDICAL TECHNOLOGISTS, CLINICAL PATHOLOGISTS, OR PHYSICIANS.

TITLE: MLT ASSOCIATE DEGREE PROGRAM DEVELOPMENT MATERIAL, IMMUNOHEMATOLOGY. 1970-71.
AUTHOR: FIRME, E.
CORPORATE AUTHOR: ELLEN FIRME EDUCATION SYSTEMS.
RELEVANT TO: MEDICAL LABORATORY TECHNOLOGY (07.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN ASSOCIATE DEGREE TRAINING PROGRAMS.
SUBJECT CONTENT: BLOOD TYPES, POST-TESTS, GENETICS, RH.
COMMENT: THIS MATERIAL HAS BEEN SUCCESSFULLY USED WITH MANPOWER TRAINING CLIENTS AND IS PART OF A COURSE OF STUDIES LEADING TO CERTIFICATION AS A LABORATORY HISTOLOLGY TECHNICIAN. IT IS PERIODICALLY UPDATED AND HAS BEEN EVALUATED THROUGH EXPOSURE TO OTHER PROFESSIONAL EDUCATORS. AN ADVANCED MEDICAL LABORATORY PROGRAM OF STUDIES IS ALSO AVAILABLE FROM THE SAME SOURCE. THE MANUAL CONSISTS OF FILL IN STATEMENTS AND MULTIPLE CHOICE QUESTIONS. NOT SUITABLE FOR USE WITH RETARDED POPULATIONS. MEDICAL VOCABULARY.
MEDIA: WORKBOOK.
SOURCE: MS. E. FIRME, COORD-ST ANTHONY'S LABORATORY, WABASH AT ANN STREETS, MICHIGAN CITY, IN 46360. CONTACT SOURCE FOR PRICE INFORMATION. 2003811

TITLE: MLT ASSOCIATE DEGREE PROGRAM, DEVELOPMENT MATERIAL ORIENTATION. 1970-71.
AUTHOR: FIRME, E., AND OTHERS.
CORPORATE AUTHOR: ELLEN FIRME EDUCATION SYSTEMS.
RELEVANT TO: MEDICAL LABORATORY TECHNOLOGY (07.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN ASSOCIATE DEGREE TRAINING PROGRAMS.
SUBJECT CONTENT: CHEMISTRY, HEMATOLOGY, MICROBILOLOGY, BLOOD BANKING, TECHNICAL REQUIREMENTS, EQUIPMENT.
COMMENT: THIS MATERIAL HAS BEEN SUCCESSFULLY USED WITH MANPOWER TRAINING CLIENTS AND IS PART OF A COURSE OF STUDIES LEADING TO CERTIFICATION AS A LABORATORY HISTOLOGY TECHNICIAN. IT IS PERIODICALLY UPDATED AND HAS BEEN EVALUATED THROUGH EXPOSURE TO OTHER PROFESSIONAL EDUCATORS. AN ADVANCED MEDICAL LABORATORY PROGRAM OF STUDIES IS ALSO AVAILABLE FROM THE SAME SOURCE. THERE IS A BRIEF RESUME OF PATHOLOGY RELATED OCCUPATIONS SUCH AS: (1) PATHOLOGIST, (2) CYTOTECHNOLOGIST, (3) HISTOLOGIC TECHNICIAN, (4) REGISTERED MEDICAL TECHNOLOGIST, (5) CERTIFIED LABORATORY ASSISTANT. THE DOCUMENT IS GENERALLY A SOURCE OF INFORMATION FOR STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: MS. E. FIRME, EDUCATION COORD-ST ANTHONY'S LABORATORY, WABASH AT ANN STREETS, MICHIGAN CITY, IN 46360. CONTACT SOURCE FOR PRICE INFORMATION. 2003831

A COMBINATION OF SUBJECT MATTER AND CLINICAL EXPERIENCES DESIGNED TO PREPARE A PERSON TO PROVIDE NURSING CARE TO PATIENTS IN HOSPITALS, SANITARIUMS, CLINICS, OR OTHER INSTITUTICNS BY ADMINISTERING MEDICATIONS AND TREATMENTS, ASSISTING THE PHYSICIAN DURING TREATMENT AND EXAMINATION OF PATIENTS, OR PERFORMING RELATED AUXILIARY SERVICES.

PRACTICAL (VOCATIONAL) NURSE: 07.0302

A COMBINATION OF SUBJECT MATTER AND SUPERVISED CLINICAL EXPERIENCES DESIGNED TO PREPARE A PERSON TO GIVE DIRECT NURSING CARE UNDER THE SUPERVISION OF A NURSE OR PHYSICIAN.

TITLE: MARIE PERRONE, PRACTICAL NURSE. 96 P. 1965.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PRACTICAL (VOCATIONAL) NURSE (07.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: ORIENTATION, EMERGENCIES, COMPREHENSION CHECKS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH-SIXTH GRADE READING LEVELS. BOOKLET IN STORY FORM INCLUDING COMPREHENSION ACTIVITIES AT THE CONCLUSION OF EACH CHAPTER. GIVES A GOOD OVERVIEW OF PRACTICAL NURSING. A TEACHER'S GUIDE-ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007401

NURSING ASSISTANCE (AID): 07.0303

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DESIGNED TO PREPARE A PERSON TO PERFORM SIMPLE TASKS INVOLVED IN THE PERSONAL CARE OF INDIVIDUALS RECEIVING NURSING SERVICES. THESE TASKS ARE PERFORMED UNDER THE SUPERVISION OF A NURSE.

TITLE: MAKING THE UNOCCUPIED BED. 8 P. 1970.
AUTHOR: O'CONNOR, MARIE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: NURSING ASSISTANCE (AID) (07.0303).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002141

TITLE: TAKING AN ORAL TEMPERATURE. 8 P. 1970.
AUTHOR: O'CONNOR, MARIE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: NURSING ASSISTANCE (AID) (07.0303).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.

COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002151

TITLE: CLEANING THE DISCHARGE UNIT. 6 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: NURSING ASSISTANCE (AID) (07.0303).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES, DISCHARGE UNIT ORIENTATION.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002161

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST.
2003311

TITLE: JOB CORPS TRAINING STANDARD FOR NURSING ASSISTANT. 17 P. 04/70.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: NURSING ASSISTANCE (AID) (07.0303).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: NURSING ASSISTANT STANDARDS.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A NURSING ASSISTANT. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006571

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DESIGNED TO PREPARE A PERSON TO ASSIST THE ELDERLY, CONVALESCENT, OR HANDICAPPED IN THEIR HOMES, TO PROVIDE FOR THEIR DAILY LIVING NEEDS WHICH MAY BE DESCRIBED AS PHYSICAL, MENTAL, EMOTIONAL, SOCIAL, AND SPIRITUAL.

TITLE: HOME NURSING. 221 P. 05/72.
AUTHOR: KIRTZ, CATHERINE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: HOME HEALTH AID (07.0307), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME NURSING TRAINING.
SUBJECT CONTENT: BODY, DISEASE, EQUIPMENT, PATIENT CARE, GENERAL TREATMENTS, FIRST AID, SPECIFIC TREATMENT, VIOLENT EMERGENCIES, SELF PROTECTION, DIET, ILLEGAL DRUGS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED TEACHER ASSISTANCE. EXCELLENT VOCABULARY INCLUDED WHICH COULD BE USED IN BASIC EDUCATION UNITS. MATERIAL WAS DEVELOPED FOR THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010251

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DESIGNED TO PREPARE A PERSON, WORKING UNDER THE SUPERVISION OF A SPECIALIST, TO RECOGNIZE AND EVALUATE ENVIRONMENTAL HAZARDS SUCH AS RADIATION, FUNGI, AIR POLLUTION, WASTE AND SEWAGE, NOISE, VIBRATION, AND POOR LIGHTING, AND TO PRESCRIBE METHODS OF ELIMINATING OR CONTROLLING THEM.

ENVIRONMENTAL HEALTH ASSISTANT: 07.0701

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DESIGNED TO PREPARE A PERSON TO ASSIST SANITARY ENGINEERS, SCIENTISTS, PHYSICIANS, AND VETERINARIANS TO GATHER DATA ON, INSPECT, AND EVALUATE FACILITIES AND INDUSTRIES CONCERNED BY THE PUBLIC, SUCH AS WATER SUPPLY, THE FOOD INDUSTRY (PROCESSING, DISTRIBUTION, AND SERVICE), AND SEWAGE DISPOSAL FACILITIES AND PLANTS.

TITLE: MLT ASSOCIATE DEGREE PROGRAM, DEVELOPMENT MATERIAL PARASITOLOGY. 1970-71.
AUTHOR: FIRME, E., AND OTHERS.
CORPORATE AUTHOR: ELLEN FIRME EDUCATIONAL SYSTEMS.
RELEVANT TO: ENVIRONMENTAL HEALTH ASSISTANT (07.0701).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN ASSOCIATE DEGREE TRAINING PROGRAMS.
SUBJECT CONTENT: FECES EXAMINATION, QUALITATIVE FAT EXAMINATION, STUDY QUESTIONS, ASSIGNMENT SHEETS, VDRL TEST.
COMMENT: THIS MATERIAL HAS BEEN SUCCESSFULLY USED WITH MANPOWER TRAINING CLIENTS AND IS PART OF A COURSE OF STUDIES LEADING TO CERTIFICATION AS A LABORATORY HISTOLOGY TECHNICIAN. IT IS PERIODICALLY UPDATED AND HAS BEEN EVALUATED THROUGH EXPOSURE TO OTHER PROFESSIONAL EDUCATORS. AN ADVANCED MEDICAL LABORATORY PROGRAM OF STUDIES IS ALSO AVAILABLE FROM THE SAME SOURCE. THE BOOK HAS A NUMBER OF EXERCISES WHICH THE STUDENT COMPLETES IN THE LABORATORY ALONG WITH VOCABULARY AND WRITING EXERCISES.
MEDIA: WORKBOOK.
SOURCE: MS. E. FIRME, EDUCATION COORD-ST ANTHONY'S LABORATORY, WABASH AT ANN STREETS, MICHIGAN CITY, IN 46360. CONTACT SOURCE FOR PRICE INFORMATION. 2003841

INCLUDED HERE ARE PROGRAMS NOT ELSEWHERE CLASSIFIED WHICH PREPARE A PERSON TO PROVIDE SPECIFIED MEDICAL AND HEALTH SERVICES.

FOOD SERVICE SUPERVISOR: 07.0908

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DESIGNED TO PREPARE A PERSON TO UNDERSTAND THE NATURE OF NUTRITIONAL DISEASES AND IMPORTANCE OF CONTROLLED DIETS IN THE TREATMENT OF PATIENTS WITH SUCH DISEASES IN A HOSPITAL OR OTHER HEALTH INSTITUTIONS UNDER THE SUPERVISION OF THE DIETITIAN. INSTRUCTION INCLUDES INSPECTION OF SPECIAL DIET TRAYS AND EVALUATION OF PATIENT'S RESPONSE TO DIETS.

TITLE: FOOD SERVICE EMPLOYEE. 350 P. 09/69.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), FOOD SERVICE SUPERVISOR (07.0908).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN TRAINING FOOD SERVICE EMPLOYEES. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: ORIENTATION, SANITATION, SAFETY, EQUIPMENT, FOOD PREPARATION, FOOD PRODUCTION, BUS SERVICE, TABLE SERVICE, RECEIVING FOOD, STORING FOOD, ANSWERS, TESTS WITH KEY.
COMMENT: THIS IS AN EXTREMELY THOROUGH UNIT WHICH IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. THERE IS A JOB ANALYSIS FOR FOOD SERVICE EMPLOYEES AT THREE COMPETENCY LEVELS. BIBLIOGRAPHY AND TESTS ARE INCLUDED. A VERY COMPLETE TRAINING PACKAGE WHICH WOULD BE EXCELLENT IN ANY SPECIAL NEEDS WORK TRAINING PROGRAM. NUMEROUS READING SELECTIONS MAKE THE DELIVERY OF INSTRUCTION MORE LIKE ENTERTAINMENT. DEFINITELY PITCHED TO THE INTERESTS OF STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX.
2001271

TITLE: DIETARY AID. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD SERVICE SUPERVISOR (07.0908).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A DIETARY AID. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002651

THE BODY OF RELATED SUBJECT MATTER AND ACTIVITIES IN HEALTH AND SAFETY IN DAILY LIVING, PHYSICAL EDUCATION, AND RECREATION ARE ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH DEVELOPING (1) KNOWLEDGE, ATTITUDES, APPRECIATIONS, AND CONDUCT ESSENTIAL TO INDIVIDUAL AND GROUP HEALTH, (2) AWARENESS OF, CONCERN FOR, AND KNOWLEDGE, SKILLS, AND JUDGMENT NECESSARY FOR PRACTICING AND PROMOTING PERSONAL AND PUBLIC SAFETY IN THE HOME, AT SCHOOL, ON THE JOB, AND IN TRAFFIC, AND (3) PHYSICAL AND MENTAL GROWTH AND FITNESS BY MEANS OF ACTIVITIES DESIGNED TO IMPROVE THE MUSCLES, MOTOR SKILLS, AND ATTITUDES AND HABITS OF CONDUCT OF INDIVIDUALS AND GROUPS.

LEARNING ACTIVITIES WHICH UTILIZE EXPERIENCES FOR INFLUENCING UNDERSTANDING, ATTITUDES, AND PRACTICES RELATING TO INDIVIDUAL, FAMILY, AND COMMUNITY HEALTH. INSTRUCTION IS BASED ON SCIENTIFIC FACTS AND TRUTHS WHICH SERVE AS A FOUNDATION FOR DECISION MAKING AND ACTION TO ACHIEVE HEALTH POTENTIALS.

TITLE: 50 CONCEPTS ON BECOMING RESPONSIBLE FOR PERSONAL CARE. 99 P. NO DATE.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), GENERAL HEALTH EDUCATION (08.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED IN DESIGNING INSTRUCTION FOR SECONDARY AND POSTSECONDARY STUDENTS IN PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: CONCEPTS, RESPONSIBLE, PERSONAL CARE.
COMMENT: THE 50 CONCEPTS ARE WRITTEN FOR SECONDARY STUDENTS AND ADULTS FUNCTIONING ON AN ELEMENTARY LEVEL ACADEMICALLY. THE DETAILED MANNER IN WHICH THE CONCEPTS ARE WRITTEN IS AN ATTEMPT TO PROVIDE REALISTIC INFORMATION FOR THE TEACHING OF BECOMING RESPONSIBLE, APPEARANCE, MANNER, GOOD HEALTH, AND GROWING-UP. TEACHING CONCEPTS INCLUDE DETAILED TEACHER INSTRUCTION, MATERIALS, AND TESTS.
MEDIA: GUIDEBOOK.
SOURCE: MR. R. F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003521

TITLE: EDUCATORS GUIDE TO FREE HEALTH, PHYSICAL EDUCATION, RECREATION MATERIALS, A MULTIMEDIA GUIDE. 467 P. 1971.
AUTHOR: HORKHEIMER, FOLEY A.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), PHYSICAL EDUCATION (08.03), RECREATION (08.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE INSTRUCTIONAL MATERIALS RELEVANT TO HEALTH, PHYSICAL EDUCATION AND RECREATION, PROGRAMS AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, MULTIMEDIA, HEALTH, PHYSICAL EDUCATION, RECREATION, FREE, INDEX, DESCRIPTIONS.
COMMENT: A GUIDE DEVELOPED AS A BRIEF RESOURCE FOR INSTRUCTORS, COACHES, AND DIRECTORS IN THE AREAS OF HEALTH, PHYSICAL EDUCATION AND RECREATION. INCLUDES MATERIALS WHICH MAY BE OF ASSISTANCE IN TEACHING FAMILY LIVING AND MONEY MANAGEMENT CLASSES.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53956. CONTACT SOURCE FOR PRICE INFORMATION. 2009461

TITLE: PATTERNS OF HUMAN GROWTH. 16 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), AUDITORY (19.020101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HUMAN DEVELOPMENT COURSES.
SUBJECT CONTENT: CELLS, ENDOCRINE GLANDS, REPRODUCTION AND GROWTH, REPRODUCTIVE ORGANS, CONCEPTION, GESTATION, SOCIOLOGICAL/PSYCHOLOGICAL CONCERNS.
COMMENT: UNIT IN A SEX EDUCATION COURSE TAUGHT THROUGH THE COUNSELING CENTER. CONTAINS OBJECTIVES OUTLINE, MATERIALS AND PROCEDURES.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001852

TITLE: CAI - SEX EDUCATION. 5 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HUMAN DEVELOPMENT COURSES.
SUBJECT CONTENT: REPORT ON CAI DEVELOPMENT OF 4 TOPICS. MALE REPRODUCTIVE AND EXCRETORY SYSTEMS, FEMALE REPRODUCTIVE AND EXCRETORY SYSTEMS, REPRODUCTIVE PROCESS, GESTATION, AND BIRTH.
COMMENT: ATTEMPTS TO USE THE IMPERSONALITY OF THE COMPUTER TO ADVANTAGE IN THIS AREA OF INSTRUCTION. IN DEVELOPMENT.
MEDIA: P-I-SPECIAL.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001862

ORGANIZED, SEQUENTIAL, AND SYSTEMATIC APPLICATION OF THE CONCEPTS AND PRINCIPLES OF THE ART AND SCIENCE OF HUMAN MOVEMENT THROUGH THE TEACHING-LEARNING MEDIUM OF PHYSICAL ACTIVITIES.

TITLE: EDUCATORS GUIDE TO FREE HEALTH, PHYSICAL EDUCATION, RECREATION MATERIALS, A MULTIMEDIA GUIDE. 467 P. 1971.
AUTHOR: HORKHEIMER, FOLEY A.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), PHYSICAL EDUCATION (08.03), RECREATION (08.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE INSTRUCTIONAL MATERIALS RELEVANT TO HEALTH, PHYSICAL EDUCATION AND RECREATION, PROGRAMS AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, MULTIMEDIA, HEALTH, PHYSICAL EDUCATION, RECREATION, FREE, INDEX, DESCRIPTICNS.
COMMENT: A GUIDE DEVELOPED AS A BRIEF RESOURCE FOR INSTRUCTORS, COACHES, AND DIRECTORS IN THE AREAS OF HEALTH, PHYSICAL EDUCATION AND RECREATION. INCLUDES MATERIALS WHICH MAY BE OF ASSISTANCE IN TEACHING FAMILY LIVING AND MONEY MANAGEMENT CLASSES.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53956. CONTACT SOURCE FOR PRICE INFORMATION. 2009461

SEE FEEDBACK

SUBJECT MATTER AND EXPERIENCES ORGANIZED AS AN INTEGRAL PART OF BOTH THE PLANNED INSTRUCTIONAL PROGRAM AND THE COCURRICULAR AND RECREATIONAL PROGRAM. WHEN THESE ACTIVITIES ARE TAUGHT IN AREAS SUCH AS SCIENCE, MUSIC, PHYSICAL EDUCATION, ENGLISH LANGUAGE ARTS, OR MATHEMATICS, THEY ARE PART OF THE INSTRUCTIONAL PROGRAM. WHEN THEY ARE VOLUNTARY, SCHOOL SPONSORED AND SUPERVISED, AND GENERALLY NOT FOR CREDIT, THEY BECOME PART OF THE COCURRICULAR AND RECREATIONAL ACTIVITIES PROGRAM.

TITLE: EDUCATORS GUIDE TO FREE HEALTH, PHYSICAL EDUCATION, RECREATION MATERIALS, A MULTIMEDIA GUIDE. 467 P. 1971.
AUTHOR: HORKHEIMER, FOLEY A.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), PHYSICAL EDUCATION (08.03), RECREATION (08.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE INSTRUCTIONAL MATERIALS RELEVANT TO HEALTH, PHYSICAL EDUCATION AND RECREATION, PROGRAMS AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, MULTIMEDIA, HEALTH, PHYSICAL EDUCATION, RECREATION, FREE, INDEX, DESCRIPTICNS.
COMMENT: A GUIDE DEVELOPED AS A BRIEF RESOURCE FOR INSTRUCTORS, COACHES, AND DIRECTORS IN THE AREAS OF HEALTH, PHYSICAL EDUCATION AND RECREATION. INCLUDES MATERIALS WHICH MAY BE OF ASSISTANCE IN TEACHING FAMILY LIVING AND MONEY MANAGEMENT CLASSES.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53956. CONTACT SOURCE FOR PRICE INFORMATION. 2009461

HOME ECONOMICS COMPRISES THE GROUP OF RELATED COURSES OR UNITS OF INSTRUCTION ORGANIZED FOR PURPOSES OF ENABLING PUPILS TO ACQUIRE KNOWLEDGE AND DEVELOP UNCERSTANDING, ATTITUDES, AND SKILLS RELEVANT TO (A) PERSONAL, HOME, AND FAMILY LIFE, AND (B) OCCUPATIONAL PREPARATION USING THE KNOWLEDGE AND SKILLS OF HOME ECONOMICS. THE SUBJECT MATTER OF HOME ECONOMICS INCLUDES, IN ADDITION TO THAT WHICH IS UNIQUE TO THE AREA, CONCEPTS DRAWN FROM THE NATURAL AND SOCIAL SCIENCES AND THE HUMANITIES.

TITLE: ORIENTATION TO THE WORLD OF WORK PART TWO. 212 P. 01/71.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), HOME ECONOMICS (09.).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A COUNSELING OR WORLD OF WORK AND DAILY LIVING PROGRAM. A NUMBER OF VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS ARE INCLUDED.
SUBJECT CONTENT: HOME ECONOMICS ORIENTATION, LABOR, MONEY, JOB APPLICATION, JOB SUCCESS, ECONOMY, CIVIC RESPONSIBILITIES, PERSONAL MANAGEMENT, CONSUMER EDUCATION, PERSONAL ADJUSTMENT, FILL-INS.
COMMENT: THE MATERIAL IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. WELL ILLUSTRATED WITH LINE DRAWINGS. WOULD BE A GOOD BASIC TEXT IN A WORK EXPERIENCE PROGRAM.
MEDIA: WORKBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001241

TITLE: HOME ECONOMICS JOB EVALUATION SHEETS. 15 P. 1971.
RELEVANT TO: HOME ECONOMICS (09.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: EQUIPMENT, PRACTICE FORMS, CLOTHES DRYER, BABY FORMULA PREPARATION, BATHING A BABY, ORAL THERMOMETER, SEWING MACHINE, MEASUREMENTS, IRONING, FOLDING/WRAPPING LAUNDRY, UNOCCUPIED BED, COFFEE SERVICE, COFFEE MAKING, CAKE MAKING.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVAL AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004891

THE COURSES OR UNITS OF INSTRUCTION IN HOME ECONOMICS WHICH EMPHASIZE ACQUISITION OF KNOWLEDGE AND THE DEVELOPMENT OF UNDERSTANDINGS, ATTITUDES AND SKILLS RELEVANT TO PERSONAL, HOME, AND FAMILY LIFE IN THE AREAS DESCRIBED BELOW.

TITLE: HOME ECONOMICS. CASSETTES/SLIDES.
RELEVANT TO: HOMEMAKING: PERSONAL, HOME AND FAMILY LIVING (09.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HOME ECONOMICS INSTRUCTION.
SUBJECT CONTENT: BREAD, MEAT, FOOD BUYING, MEAL MAKING, CAKES, PASTRY, PROTEIN/COOKERY, NUTRITION, FRUITS, VEGETABLES, MILK, DINING TABLE SETTING, SAFETY, VITAMINS, HEALTH.
COMMENT: A SERIES OF TAPE/SLIDE PRESENTATIONS DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM IN HOME ECONOMICS. TAPES ARE CLEARLY NARRATED AND CAN BE EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES MANY STUDY GUIDES.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 14 CASSETTES, STUDY GUIDES.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004541

COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS: 09.0101

INSTRUCTION WHICH DERIVES CONTENT FROM A COMBINATION OF THE VARIOUS AREAS OF HOMEMAKING (AS DESCRIBED BY THE ITEMS LISTED BELOW) AND EMPHASIZES BASIC PRINCIPLES AND INTERRELATIONSHIPS AMONG THESE AREAS.

TITLE: THE TELEVISION YOU WATCH. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: STORIES ABOUT T.V., COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY NOT INCLUDED DUE TO LACK OF SAMPLE COPY. COMMUNICATIONS DEVELOPMENT IS FOSTERED THROUGH A SERIES OF READINGS FOLLOWED BY COMPREHENSION TESTS. A SMALL DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007731

TITLE: THE TOWN YOU LIVE IN. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION AND NEW YORK UNIVERSITY PRESS.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT THE TOWN YOU LIVE IN COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007741

TITLE: THE NEWSPAPERS YOU READ. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS

AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT NEWSPAPERS, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007751

TITLE: THE PHONE CALLS YOU MAKE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT PHONE CALLING, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007761

TITLE: THE LANGUAGE YOU SPEAK. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: LANGUAGE SKILLS (05.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT ENGLISH GRAMMAR PROBLEMS, AND COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007771

TITLE: THE LETTERS YOU WRITE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT WRITING LETTERS, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007781

TITLE: THE MOVIES YOU SEE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.

SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007791

TITLE: THE FRIENDS YOU MAKE. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCIES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007811

TITLE: THE PERSON YOU ARE. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007831

TITLE: FOLLOWING DIRECTIONS. 50 P. 1963.
AUTHOR: BONING, RICHARD A.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH MENTALLY RETARDED IN BASIC SKILLS TRAINING.
SUBJECT CONTENT: FOLLOWING DIRECTIONS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. SIMPLE EXERCISES ARE USED TO HELP THE STUDENT INCREASE HIS VOCABULARY AND ATTAIN BETTER PROFICIENCY IN FOLLOWING DIRECTIONS.
MEDIA: WORKBOOK.
SOURCE: BARNELL LOFT, LTD., 958 CHURCH STREET, BALDWIN, LONG ISLAND, NY 11510.
2007851

TITLE: THE MONEY YOU SPEND. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: WORD FILL-INS, FINAL EXAMINATION, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A

SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007891

TITLE: CONSUMER AND HOMEMAKING EDUCATION FOR THE DISADVANTAGED. 75 P. 1970.
CORPORATE AUTHOR: LAKESHORE WISCONSIN TECHNICAL INSTITUTE.
RELEVANT TO: CONSUMER EDUCATION (09.0104), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101), DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN CONSUMER EDUCATION AND HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: SEWING, EQUIPMENT, FOOD, COOKING, CONSUMER ORIENTATION.
COMMENT: THIS MATERIAL CONSISTS OF A NUMBER OF LESSON PLANS IN DIFFERENT AREAS OF CONSUMER ECONOMICS AND HOMEMAKING. EACH LESSON CONTAINS: OBJECTIVES, LEARNING EXPERIENCES TO IMPLEMENT OBJECTIVES AND RESOURCE MATERIAL WHICH MAY BE USED IN THE LESSON. SOME OF THE UNITS HAVE ILLUSTRATED INSTRUCTIONS TO STUDENTS ON HOW TO PERFORM THE REQUIRED TASK.
MEDIA: GUIDEBOOK.
SOURCE: LAKESHORE TECHNICAL INSTITUTE, VOCATIONAL, TECHNICAL AND ADULT EDUCATION-DISTRICT ELEVEN, 843 JEFFERSON AVENUE, SHEBOYGAN, WI 53081.
2008431

CLOTHING AND TEXTILES: 09.0103

THE STUDY OF CLOTHING AND TEXTILES, INCLUDING THE SIGNIFICANCE OF THESE TO THE INDIVIDUAL AND FAMILY, AND THE NATURE, ACQUISITION, AND USES OF TEXTILES AND CLOTHING PRODUCTS. PLANNED EXPERIENCES IN THE SELECTION, CONSTRUCTION, MAINTENANCE, AND ALTERATION OF CLOTHING AND OTHER TEXTILE PRODUCTS ARE USUALLY PROVIDED.

TITLE: MAKING A MATCHING SET OF 4 PLACEMATS AND 4 NAPKINS. 5 P. 1971.
AUTHOR: SORENSEN, ANITRA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POST-SECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002061

TITLE: OPERATING THE SEWING MACHINE. 4 P. 1970.
AUTHOR: DAVIS, BETTY.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002071

TITLE: MAKING A PINCUSHION. 5 P. 1970.
AUTHOR: DAVIS, BETTY.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002081

TITLE: MAKING A TOTE BAG. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002091

TITLE: INSERTING A ZIPPER IN A SKIRT PLACKET USING THE SEWING MACHINE. 6 P. 1970.
AUTHOR: REILLY, CONSTANCE C.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002101

TITLE: STITCH STRAIGHT SEAMS. 3 P. 1970.
AUTHOR: FRAGA, MARGARET.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002111

TITLE: LABORATORY PROJECT IN ART, TYING AND DYING A SHIRT. 3 P. 1971.
AUTHOR: ELDER, HELEN.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002121

TITLE: DIRECTIONS TO HELP A TEACHER PREPARE A LOOM TO WEAVE. 7 P. 1970.
AUTHOR: MAYBERGER, KEN.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: LOOM PREPARATION, MATERIALS, TOOLS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002131

TITLE: CLOTHING BUDGET. 3 P. 1970.
AUTHOR: REILLY, CONNIE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POST TEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. THE UNIT'S OVERALL GOAL IS THAT THE LEARNER WILL SET UP A YEAR'S CLOTHING BUDGET AND WILL DEMONSTRATE THAT HE CAN COMPARATIVE SHOP SUCCESSFULLY.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002801

TITLE: SEWING. 38 P. 06/71.
AUTHOR: COLLINS, CONNIE M.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: ACTIVITIES, EQUIPMENT, DIAGRAMS, BIBLIOGRAPHY.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO CAREERS IN CLOTHING WHICH COULD INCLUDE OCCUPATIONS FROM HOME SEAMSTRESS TO TOP NOTCH FASHION DESIGNER. THERE ARE 24 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES AND A LIST OF ITEMS FOR DISCUSSION. AN EQUIPMENT AND MATERIALS LIST IS INCLUDED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS.
2008381

TITLE: LEARNING TO SEW, PART I. 156 P. 06/70.
AUTHOR: FUNARI, MARY.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME ECONOMICS.
SUBJECT CONTENT: GOOD TOOLS, POINTS FOR BEGINNERS, MEASUREMENTS, BASTING STICHES, BASIC HAND STITCHES, DECORATIVE STITCHES, SEWING MACHINE.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WHICH MAY BE USED AS TRANSPARENCY MASTERS. ACHIEVEMENT TESTS GIVEN FOR MATERIAL. GOOD SECTION ON VOCABULARY WHICH COULD BE USED IN RELATED EDUCATION. DEVELOPED FOR DEAF BUT ALSO SEEMS VERY APPROPRIATE FOR USE WITH MILDLY RETARDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010261

TITLE: LEARNING TO SEW. 351 P. 06/70.
AUTHOR: FUNARI, MARY.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), CLOTHING AND TEXTILES (09.0103).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL EDUCATION.
SUBJECT CONTENT: THINGS TO MAKE, SEAM FINISHES, HEMMING STITCHES, COMMERCIAL PATTERN, SKILLS, EQUIPMENT.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS TO SEW. TECHNIQUES AND PROPER HABITS ARE STRESSED. A VOCABULARY SECTION IS INCLUDED AT THE END. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010411

TITLE: POWER SEWING. 261 P. 10/67.
AUTHOR: HILLINGER, YVONNE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS WITH LOW READING ABILITY AT THE SECONDARY AND POSTSECONDARY LEVEL IN INDUSTRIAL SEWING OR HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: POWER SEWING MACHINE, SINGLE NEEDLE LOCK-STITCH MACHINE, PRIMARY SEWING OPERATIONS, SINGLE NEEDLE SEWING PROJECTS, THE ZIG-ZAG MACHINE, TWO NEEDLE LOCK-STITCH, SPECIAL MACHINES.
COMMENT: THIS BOOK WAS WRITTEN SPECIFICALLY FOR DEAF STUDENTS WITH LANGUAGE AND READING DIFFICULTIES. USES VERY SIMPLE LANGUAGE, CLEAR AND SIMPLE DRAWINGS AND PRCTICAL TESTS WHERE STUDENT DEMONSTRATES MASTERY. SHORT LESSONS ALLOW THE TEACHER TO WORK WITH EACH STUDENT AT HIS OWN SPEED. THE MATERIAL WOULD BE APPROPRIATE FOR INSTRUCTION WITH ANY PROBLEM READER.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010511

TITLE: LOW INCOME TEACHING KIT ON CLOTHING. 50 P. 1970.
CORPORATE AUTHOR: U.S. DEPARTMENT OF AGRICULTURE.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103).
ORIENTATION: STUDENT ORIENTED PAMPHLETS WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HOME ECONOMICS ASSISTANTS TRAINING PROGRAMS.
SUBJECT CONTENT: LOW INCOME, CLOTHING, PACKET D, PANTS' STYLES, SEWING MACHINE.
COMMENT: THIS MATERIAL CAN BE USED TO TRAIN ASSISTANTS TO WORK WITH LOW INCOME FAMILIES TO IMPROVE THEIR ABILITY TO MAKE THEIR OWN CLOTHING. MATERIALS ARE ALSO APPROPRIATE FOR USE WITH THE ACTUAL CLIENT. MATERIALS ARE AMPLY ILLUSTRATED, FEATURE LARGE TYPE AND ARE WRITTEN ON A FOURTH TO FIFTH GRADE READING LEVEL.
MEDIA: KIT.
SOURCE: G.P.O., 0100-0008, $1.75 PER KIT. 2091261

EMPHASIS IN HOME ECONOMICS IS ON CONSUMER EDUCATION AS IT RELATES TO MANAGEMENT OF A HOME AND TO THE WELFARE OF FAMILY MEMBERS.

TITLE: CONSUMER EDUCATION FOR FAMILIES WITH LIMITED INCOMES. 360 P. 02/71.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: CONSUMER EDUCATION (09.0104), ECONOMIC (19.0101).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A COUNSELING OR WORLD OF WORK AND DAILY LIVING PROGRAM. A NUMBER OF VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS ARE INCLUDED.
SUBJECT CONTENT: ORIENTATION, DECISION MAKING, PLANNING, BUYING, BANKING, BORROWING, SAVING, INSURING, SHARING, EARNING, PROTECTING, INSTRUCTIONAL MATERIALS.
COMMENT: THE MATERIAL IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. WELL ILLUSTRATED WITH LINE DRAWINGS. WOULD BE A GOOD BASIC TEXT IN A WORK EXPERIENCE PROGRAM FOR THE MENTALLY RETARDED OR THOSE WHO WILL HOLD LOW PAYING JOBS AFTER HIGH SCHOOL GRADUATION.
MEDIA: WORKBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX.
2001251

TITLE: BUDGETING. 5 P. 1970.
AUTHOR: ROSS, PRISCILLA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), CONSUMER EDUCATION (09.0104).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. THE UNIT'S OVERALL GOAL IS THAT 'GIVEN A WEEKLY 'TAKE HOME PAY', THE STUDENT WILL CONSTRUCT A BUDGET, TO COVER A 1 MONTH PERIOD, INCLUDING LONG-RANGE EXPENSES, WITH 80 PER CENT ACCURACY.'
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002031

TITLE: GENERAL BUDGETING: FOR TRANSPORTATION. 3 P. 1970.
AUTHOR: TYLER, RICHARD.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSUMER EDUCATION (09.0104), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN HOME ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED. THE UNIT'S OVERALL GOALS ARE: (1) THE STUDENT WILL IDENTIFY METHODS OF TRANSPORTATION AVAILABLE, (2) THE STUDENT WILL FIGURE TRANSPORTATION COSTS WHEN SELECTING A JOB.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002051

TITLE: HOUSING. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSUMER EDUCATION (09.0104), HOUSING AND HOME FURNISHINGS (09.0109).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED AT THE SECONDARY LEVEL IN RELATED EDUCATION.
SUBJECT CONTENT: MATH, LANGUAGE ARTS, WRITTEN EXPRESSION, READING, DRAMATICS, SOCIAL STUDIES, SCIENCE, MAP STUDY, HEALTH/SAFETY.
COMMENT: THIS MATERIAL IS AN IDEA GUIDE TO TEACHERS WHICH PRESENTS A CROSS DISCIPLINARY APPROACH TO TEACHING CONCEPTS ON HOUSING. IT WAS DESIGNED TO TAP A NUMBER OF DIFFERENT MODES OF STUDENT EXPRESSION AND A GOOD VARIETY OF LEARNING ACTIVITY IDEAS ARE COVERED.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002541

TITLE: CONSUMER EDUCATION BIBLIOGRAPHY. 192 P. 09/71.
CORPORATE AUTHOR: THE OFFICE OF CONSUMER AFFAIRS AND THE NEW YORK PUBLIC LIBRARY.
RELEVANT TO: CONSUMER EDUCATION (09.0104).
ORIENTATION: CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED IN DESIGNING INSTRUCTION FOR SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN CONSUMER EDUCATION TRAINING.
SUBJECT CONTENT: CONSUMER BEHAVIOR, PROTECTION, ENVIRONMENT, MONEY MANAGEMENT, CONSUMER GOODS/SERVICES, EDUCATION.
COMMENT: MATERIAL CONTAINS A SECTION OF CONSUMER EDUCATION MATERIALS WRITTEN IN SPANISH. TEXT BOOKS, AUDIOVISUAL MATERIALS AND TEACHING AIDS AS WELL AS GENERAL INFORMATION REFERENCES ARE CONTAINED. THIS SEEMS TO BE QUITE A COMPREHENSIVE LISTING.
MEDIA: BIBLIOGRAPHY.
SOURCE: GPO, $1.00. 2005111

TITLE: KNOWING HOW TO BUDGET AND BUY. 48 P. 1968.
AUTHOR: BOHLMAN, HERBERT W., AND EDNA MCCAULL BOHLMAN.
RELEVANT TO: CONSUMER EDUCATION (09.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER EDUCATION.
SUBJECT CONTENT: CONSUMER EDUCATION AND INFORMATION.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. TEXT CONTAINS SMALL CHAPTERS FOR READING FOLLOWED BY EXERCISES. READINGS CONSIST OF REAL-LIFE SITUATICNS RELEVANT TO THE STUDENT. TEACHER MODIFICATION NEEDED FOR USE WITH RETARDED CLIENTS.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, FOLLETT EDUCATIONAL CORPORATION, CHICAGO, IL. 2007231

TITLE: INVESTING YOUR SAVINGS. 48 P. 1968.
AUTHOR: BOHLMAN, HERBERT W., AND EDNA MCCAULL BOHLMAN.
RELEVANT TO: CONSUMER EDUCATION (09.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER EDUCATION. ILLUSTRATIONS AND GRAPHS INCLUDED.
SUBJECT CONTENT: SAVINGS, LIFE INSURANCE, SAVINGS BONDS, REAL ESTATE, STOCKS, BONDS AND MUTUAL FUNDS, GOVERNMENT PROTECTION.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. TEXT CONTAINS A SERIES OF SHORT READINGS FOLLOWED BY STUDENT EXERCISES. THIS IS A SURVEY OF THE VARIOUS WAYS THE STUDENT CAN MAKE MONEY THROUGH INVESTMENTS AND SAVINGS. REQUIRES THAT THE STUDENT HAVE SOME BACKGROUND IN FIGURING PERCENTAGES. EXTENSIVE TEACHER MODIFICATION NEEDED FOR USE WITH RETARDED CLIENTS.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, FOLLETT EDUCATIONAL CORPORATION, CHICAGO, IL. 2007251

TITLE: UNDERSTANDING CONSUMER CREDIT. 46 P. 1968.
AUTHOR: BOHLMAN, HERBERT W., AND EDNA MCCAULL BOHLMAN.
CORPORATE AUTHOR: EDUCATIONAL OPPORTUNITIES DIVISION.
RELEVANT TO: CONSUMER EDUCATION (09.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER EDUCATION.
SUBJECT CONTENT: CREDIT, BORROWING, BUYING, COLLATERAL, QUESTICNS, PROBLEMS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. A SERIES OF TOPICS CONCERNING CREDIT ARE COVERED IN A SERIES OF SHORT READINGS FOLLOWED BY EXERCISES. TEACHER MODIFICATION IS NEEDED FOR USE WITH RETARDED CLIENTS.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007881

TITLE: CONSUMER AND HOMEMAKING EDUCATION FOR THE DISADVANTAGED. 75 P. 1970.
CORPORATE AUTHOR: LAKESHORE WISCONSIN TECHNICAL INSTITUTE.
RELEVANT TO: CONSUMER EDUCATION (09.0104), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101), DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN CONSUMER EDUCATION AND HOME ECONOMICS PROGRAMS.

SUBJECT CONTENT: SEWING, EQUIPMENT, FOOD, COOKING, CONSUMER ORIENTATION.
COMMENT: THIS MATERIAL CONSISTS OF A NUMBER OF LESSON PLANS IN DIFFERENT AREAS OF CONSUMER ECONOMICS AND HOMEMAKING. EACH LESSON CONTAINS: OBJECTIVES, LEARNING EXPERIENCES TO IMPLEMENT OBJECTIVES AND RESOURCE MATERIAL WHICH MAY BE USED IN THE LESSON. SOME OF THE UNITS HAVE ILLUSTRATED INSTRUCTIONS TO STUDENTS ON HOW TO PERFORM THE REQUIRED TASK.
MEDIA: GUIDEBOOK.
SOURCE: LAKESHORE TECHNICAL INSTITUTE, VOCATIONAL, TECHNICAL AND ADULT EDUCATION-DISTRICT ELEVEN, 843 JEFFERSON AVENUE, SHEBOYGAN, WI 53081. 2003431

TITLE: INSTALLMENT BUYING. 14 P. 03/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CONSUMER EDUCATION (09.0104), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER EDUCATION.
SUBJECT CONTENT: INFORMATION, CREDIT, MATHEMATICS PROBLEMS.
COMMENT: THE STUDENT IS ORIENTED INTO THE WORLD OF INSTALLMENT BUYING THROUGH A SMALL READING SECTION FOLLOWED BY NUMEROUS PROBLEMS. A VERY ARITHMETIC APPROACH IS TAKEN, AND A KNOWLEDGE OF ARITHMETIC IS ASSUMED. TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED STUDENT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010371

TITLE: THE BUDGET. 28 P. 07/69.
AUTHOR: LENOX, JAMES P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CONSUMER EDUCATION (09.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN ECONOMICS CLASSES.
SUBJECT CONTENT: GOVENMENT BUDGET, FAMILY BUDGET, PERSONAL BUDGET.
COMMENT: THIS IS AN INTRODUCTORY UNIT ON BUDGETING THAT WOULD BE VERY APPROPRIATE FOR USE WITH THE RETARDED. THE MATERIAL IS WELL ILLUSTRATED AND THE ILLUSTRATIONS COULD BE USED AS TRANSPARENCY MASTERS. THERE ARE MANY ACTIVITIES WHICH INVOLVE THE STUDENT IN DIFFERENT BUDGETING PROBLEMS.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010491

FAMILY RELATIONS: 09.0106

THE STUDY OF THE NATURE, FUNCTIONS, AND SIGNIFICANCE OF HUMAN RELATIONSHIPS IN THE FAMILY. THE SUBJECT MATTER INCLUDES CONCEPTS AND PRINCIPLES RELATED TO VARIOUS FAMILY LIVING CONDITIONS, THE ESTABLISHMENT AND MAINTENANCE OF RELATIONSHIPS, AND THE PREPARATION FOR MARRIAGE AND FAMILY LIFE. THESE DESIGNATED ASPECTS OF FAMILY RELATIONSHIPS EMPHASIZE THE UNIVERSALITY OF FAMILIES, THE UNIQUENESS OF INDIVIDUALS AND FAMILIES, THE DEVELOPMENT AND SOCIALIZATION OF THE INDIVIDUAL, AND MEETING THE VARIETY OF NEEDS AND INTERESTS OF FAMILY MEMBERS.

TITLE: THE FAMILY YOU BELONG TO. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), FAMILY RELATIONS (09.0106).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007821

THE STUDY OF FOOD AND ITS ROLE IN PERSONAL AND FAMILY LIVING, INCLUDING THE BASIC PRINCIPLES OF HEALTH, FOOD MANAGEMENT, AND ECONOMICS. IN PRACTICE, EMPHASIS IS FREQUENTLY PLACED ON MEAL MANAGEMENT AS A MEANS OF UNDERSTANDING THE SIGNIFICANCE AND NATURE OF FOOD, ITS CARE, AND ITS PREPARATION FOR INDIVIDUALS AND FAMILIES.

TITLE: FOOD BUDGETING. 5 P. 1970.
AUTHOR: REILLY, CONNIE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOODS AND NUTRITION (09.0107), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED. THE UNIT'S OVERALL GOAL IS THAT 'GIVEN A SPECIFIC AMOUNT OF MONEY FOR FOOD FOR ONE WEEK, THE STUDENT WILL MAKE A LIST OF THE FOOD HE WILL BUY, AND THE COST OF EACH ITEM. HE MUST INCLUDE IN THIS LIST FOOD WHICH WILL MEET THE REQUIREMENTS OF A NUTRITIONALLY BALANCED DIET, ACCORDING TO PREVIOUSLY CHARTED STANDARDS WITH 75 PER CENT ACCURACY.'
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002041

TITLE: SETTING UP TABLE. 4 P. 1970.
AUTHOR: GUTHEIL, BARBARA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOODS AND NUTRITION (09.0107).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002171

TITLE: MAKING HOT COCOA. 3 P. 07/71.
AUTHOR: BAXTER, CHRIS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOODS AND NUTRITION (09.0107).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002531

TITLE: MAKING WAFFLES. 4 P. 08/70.
AUTHOR: BUCK, CYNTHIA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOODS AND NUTRITION (09.0107).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGUALR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE

SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002741

TITLE: THE HOMEMAKERS GUIDE. 98 P. NO DATE.
AUTHOR: CARAHER, PAULINE M., AND OTHERS.
CORPORATE AUTHOR: DIVISION OF SPECIAL EDUCATION, CINCINNATI PUBLIC SCHOOLS.
RELEVANT TO: HOME MANAGEMENT (09.0108), FOODS AND NUTRITION (09.0107).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS IN SECONDARY OCCUPATIONAL EXPLORATION OR HOME MAINTENANCE COURSES.
SUBJECT CONTENT: FOODS, APPLIANCES, SAFETY, MEASURING, RECIPES USE, CLOTHING, HOME CARE, GLOSSARY.
COMMENT: THIS MATERIAL WOULD BE VERY APPROPRIATE FOR ANY STUDENT HAVING READING DIFFICULTY. READING LEVEL TENDS TO BE FOURTH TO FIFTH GRADE AND THERE ARE AMPLE LINE DRAWN ILLUSTRATIONS. THIS IS NOT A PRIMARY MATERIAL IN APPEARANCE BUT THE SKILLS COVERED ARE QUITE BASIC. IT WOULD BE AN EXCELLENT MATERIAL TO USE IN A PREVOCATIONAL OR HOME MAINTENANCE COURSE FOR EDUCABLE MENTALLY RETARDED OR DEAF STUDENTS. VERY GOOD FORMAT.
MEDIA: GUIDEBOOK.
SOURCE: MT. T. KIDD, COORDINATOR, TEACHER/EDUCATION CENTER, 230 EAST NINTH STREET, CINCINNATI, OH 45202. COST $1.85 PLUS MAILING. 2003221

TITLE: COOKBOOK. 60 P. NO DATE.
CORPORATE AUTHOR: NORTH IDAHO COLLEGE AREA VOCATIONAL SCHOOL.
RELEVANT TO: FOODS AND NUTRITION (09.0107).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY OR POSTSECONDARY LEVEL IN HOME ECONOMICS OR ADULT LIVING CLASSES.
SUBJECT CONTENT: BREADS, CAKES, FROSTINGS/TOPPINGS, CANDIES, COOKIES, DEEP FAT FRYING, MEATS, MAIN DISHES, DRINKS, PIE/PASTRY, PUDDINGS, SALADS, SANDWICHES, SOUPS, VEGETABLES.
COMMENT: THIS IS A COLLECTION OF RECIPES WHICH CAN BE MADE FROM SURPLUS FOODS GAINED THROUGH THE FOOD STAMP PROGRAM. THE RECIPES HAVE SUCCESSFULLY BEEN TESTED WITH DISADVANTAGED STUDENTS. THEY ARE GOOD TASTING AND EASILY PREPARED. A PUBLICATION SUCH AS THIS WOULD SEEM TO BE MOST APPROPRIATE FOR WORK WITH ANY GROUP WHERE DISADVANTAGEMENT HAS AN ECONOMIC BASE.
MEDIA: GUIDEBOOK.
SOURCE: JANET LATHAM, STATE SUPERVISOR IN HOME ECONOMICS, IDAHO STATE DEPARTMENT OF EDUCATION, BOISE, ID. CONTACT SOURCE FOR FURTHER INFORMATION. 2005081

TITLE: BE A GOOD SHOPPER. 8 P. 06/65.
CORPORATE AUTHOR: DIVISION OF HOME ECONOMICS/FEDERAL EXTENSION SERVICE/U.S. DEPARTMENT OF AGRICULTURE.
RELEVANT TO: FOODS AND NUTRITION (09.0107).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER ECONOMICS PROGRAMS.
SUBJECT CONTENT: PLANNING, SHOPPING, COMPARING, PROTECTION, RESPONSIBILITY.
COMMENT: MATERIAL WHICH SUMMARIZES HOW-TO-SHOP TIPS. COULD BE USED AS A STUDENT HANDOUT. ILLUSTRATED.
MEDIA: PAMPHLET.
SOURCE: G.P.O., 0100-0003, $0.05. 2090221

THE STUDY OF THE COMPLEXITIES AND PROCESSES INVOLVED IN FORMULATING GOALS, MAKING DECISIONS, AND EFFECTIVELY USING AND CONTROLLING HUMAN AND OTHER RESOURCES FOR ESTABLISHING AND MAINTAINING A HOME AND FAMILY. THE SUBJECT MATTER PROVIDES FOR A VARIETY OF HOME MANAGEMENT CONSIDERATIONS, SUCH AS THE SOCIETAL AND ECONOMIC INFLUENCES ON INDIVIDUAL AND FAMILY MANAGEMENT, VALUES, GOALS AND STANDARDS, FAMILY ECONOMICS, AND THE ORGANIZATION OF ACTIVITIES IN THE HOME.

TITLE: THE HOMEMAKERS GUIDE. 98 P. NO DATE.
AUTHOR: CARAHER, PAULINE M., AND OTHERS.
CORPORATE AUTHOR: DIVISION OF SPECIAL EDUCATION, CINCINNATI PUBLIC SCHOOLS.
RELEVANT TO: HOME MANAGEMENT (09.0108), FOODS AND NUTRITION (09.0107).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS IN SECONDARY OCCUPATIONAL EXPLORATION OR HOME MAINTENANCE COURSES.
SUBJECT CONTENT: FOODS, APPLIANCES, SAFETY, MEASURING, RECIPES USE, CLOTHING, HOME CARE, GLOSSARY.
COMMENT: THIS MATERIAL WOULD BE VERY APPROPRIATE FOR ANY STUDENT HAVING READING DIFFICULTY. READING LEVEL TENDS TO BE FOURTH TO FIFTH GRADE AND THERE ARE AMPLE LINE DRAWN ILLUSTRATIONS. THIS IS NOT A PRIMARY MATERIAL IN APPEARANCE BUT THE SKILLS COVERED ARE QUITE BASIC. IT WOULD BE AN EXCELLENT MATERIAL TO USE IN A PREVOCATIONAL OR HOME MAINTENANCE COURSE FOR EDUCABLE MENTALLY RETARDED OR DEAF STUDENTS. VERY GOOD FORMAT.
MEDIA: GUIDEBOOK.
SOURCE: MT. T. KIDD, COORDINATOR, TEACHER/EDUCATION CENTER, 230 EAST NINTH STREET, CINCINNATI, OH 45202. COST $1.85 PLUS MAILING. 2003221

HOUSING AND HOME FURNISHINGS: 09.0109

THE STUDY DESIGNED TO DEVELOP JUDGMENT NEEDED FOR CREATING A FAVORABLE ENVIRONMENT FOR FAMILY LIVING. ATTENTION IS GIVEN TO A COMPLEX OF HOUSING AND HOME FURNISHING CONSIDERATIONS, INCLUDING THE INFLUENCE OF HOUSING ON PEOPLE: TYPES AND COSTS OF HOUSING, INTERIOR DESIGN: THE CARE, MAINTENANCE, AND IMPROVEMENT OF HOMES AND FURNISHINGS: AND THE RELATION OF RESOURCES TO FAMILY NEEDS.

TITLE: HOUSING. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSUMER EDUCATION (09.0104), HOUSING AND HOME FURNISHINGS (09.0109).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED AT THE SECONDARY LEVEL IN RELATED EDUCATION.
SUBJECT CONTENT: MATH, LANGUAGE ARTS, WRITTEN EXPRESSION, READING, DRAMATICS, SOCIAL STUDIES, SCIENCE, MAP STUDY, HEALTH/SAFETY.
COMMENT: THIS MATERIAL IS AN IDEA GUIDE TO TEACHERS WHICH PRESENTS A CROSS DISCIPLINARY APPROACH TO TEACHING CONCEPTS ON HOUSING. IT WAS DESIGNED TO TAP A NUMBER OF DIFFERENT MODES OF STUDENT EXPRESSION AND A GOOD VARIETY OF LEARNING ACTIVITY IDEAS ARE COVERED.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002541

TITLE: HANDYMAN'S GUIDE. 64 P. NO DATE.
AUTHOR: SIEFFERMAN, KENNETH, AND OTHERS.
CORPORATE AUTHOR: DIVISION OF SPECIAL EDUCATION, CINCINNATI PUBLIC SCHOOLS
RELEVANT TO: HOUSING AND HOME FURNISHINGS (09.0109).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS IN SECONDARY OCCUPATIONAL EXPLORATION OR HOME MAINTENANCE COURSES.
SUBJECT CONTENT: SAFETY, TOOLS, FURNITURE REPAIR, REMODELING, SMALL ELECTRICAL REPAIRS, CAR CARE, LAWN CARE, GLOSSARY.
COMMENT: THIS MATERIAL WOULD BE VERY APPROPRIATE FOR ANY STUDENT HAVING READING DIFFICULTY. READING LEVEL TENDS TO BE FOURTH TO FIFTH GRADE AND THERE ARE AMPLE LINE DRAWN ILLUSTRATIONS. THIS IS NOT A PRIMARY MATERIAL IN APPEARANCE BUT THE SKILLS COVERED ARE QUITE BASIC. IT WOULD BE AN EXCELLENT MATERIAL TO USE IN A PREVOCATIONAL PROGRAM FOR EDUCABLE MENTALLY RETARDED OR DEAF STUDENTS. VERY GOOD FORMAT.
MEDIA: GUIDEBOOK.
SOURCE: MT. T. KIDD, COORDINATOR, TEACHER/EDUCATION CENTER, 230 EAST NINTH STREET, CINCINNATI, OH 45202. COST $1.60 PLUS MAILING. 2003211

THE COURSES OR UNITS OF INSTRUCTION EMPHASIZING THE ACQUISITION OF COMPETENCIES NEEDED FOR GETTING AND HOLDING A JOB AND/OR PREPARING FOR ADVANCEMENT IN AN OCCUPATIONAL AREA USING HOME ECONOMICS KNOWLEDGE AND SKILLS. INSTRUCTIONAL CONTENT IS SELECTED FROM HOME ECONOMICS SUBJECT AREAS TO MEET THE UNIQUE REQUIREMENTS IN FIELD, LABORATORY, AND WORK EXPERIENCE. OCCUPATIONS INCLUDE THOSE WHICH PROVIDE (1) SERVICES TO FAMILIES IN THE HOME AND SIMILAR SERVICES TO OTHERS IN GROUP SITUATIONS, (2) ASSISTANCE TO PROFESSIONAL HOME ECONOMISTS AND PROFESSIONALS IN FIELDS RELATED TO HOME ECONOMICS IN INDUSTRIES, AGENCIES, AND ORGANIZATIONS, AND (3) OTHER SERVICES AND/OR ASSISTANCE DIRECTLY RELATED TO ONE OR MORE HOME ECONOMICS SUBJECT-MATTER AREAS.

CARE AND GUIDANCE OF CHILDREN: 09.0201

PREPARATION FOR VARIOUS KINDS OF EMPLOYMENT RELATED TO CHILD CARE CENTERS AND YOUNG CHILDREN, E.G., ASSISTING DIRECTORS OF CHILD DAY CARE CENTERS OR NURSERY SCHOOLS, ASSISTING WITH ACTIVITIES ON PLAYGROUNDS AND IN RECREATION CENTERS AND CARING FOR CHILDREN IN HOMES AND IN SUCH PUBLIC PLACES AS STORES, PLAYGROUNDS, RECREATION CENTERS, AND TRANSPORTATION TERMINALS.

TITLE: CHILD CARE AIDE. 400 P. 09/69.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: CARE AND GUIDANCE OF CHILDREN (09.0201).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN TRAINING FOOD SERVICE EMPLOYEES. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: CHILD CARE, FAMILY RELATIONS, CARE CENTER, EATING HABITS, BOOKS, MUSIC, TOYS, GAMES, SAFETY, SCIENCE, INFANT CARE, ANSWERS, TESTS WITH KEY.
COMMENT: THIS IS AN EXTREMELY THOROUGH UNIT WHICH IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. THERE IS A JOB ANALYSIS FOR CHILD CARE AIDE EMPLOYEES AT THREE COMPETENCY LEVELS. BIBLIOGRAPHY AND TESTS ARE INCLUDED. A VERY COMPLETE TRAINING PACKAGE WHICH WOULD BE EXCELLENT IN ANY SPECIAL NEEDS WORK TRAINING PROGRAM. NUMEROUS READING SELECTIONS MAKE THE DELIVERY OF INSTRUCTION MORE LIKE ENTERTAINMENT. DEFINITELY PITCHED TO THE INTERESTS OF STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001281

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST. 2003311

TITLE: CHILD CARE. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: CARE AND GUIDANCE OF CHILDREN (09.0201).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, TEACHING METHODS, BABY SITTERS, FILMSTRIPS, FILMS, EVALUATION SHEETS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, SKILL AND PERSONAL EVALUATION

SHEETS FOR STUDENTS, EMPLOYER STUDENT-RATING-SHEETS AND A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003541

TITLE: CHILD CARE. 42 P. 06/71.
AUTHOR: EPTING, HELEN.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: CARE AND GUIDANCE OF CHILDREN (09.0201).
ORIENTATION: TEACHER TRAINER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL CHILD CARE PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL ACTIVITIES, TOOLS, EQUIPMENT, MATERIALS.
COMMENT: THIS MATERIAL CONTAINS LEARNING ACTIVITIES WHICH CONSITS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, MATERIALS, AND SUGGESTED PROCEDURES. THE UNIT HAS SOME ILLUSTRATIONS WHICH COULD BE USED AS TRANSPARENCY MASTERS. THE UNIT WOULD BE VERY APPROPRIATE FOR SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL EDUCATION TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008271

CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES: 09.0202

PREPARATION FOR EMPLOYMENT CONCERNED WITH CLOTHING AND TEXTILES, E.G., FITTING AND ALTERING READYMADE GARMENTS, CUSTOM TAILORING AND DRESSMAKING, LAUNDRY-DRYCLEANING WORK, DEMONSTRATION WORK, AND TECHNICAL WORK IN BUSINESS AND INDUSTRY.

TITLE: CLOTHING ASSISTANT. 350 P. 09/69.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A COMMERCIAL SEWING TRAINING PROGRAM. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: CLOTHING ASSISTANT ORIENTATION, FITTING READY-MADE CLOTHING, EQUIPMENT, ALTERATIONS, REPAIRS, PRESSING, DRY CLEANING, FABRIC ORIENTATION, ANSWERS, TESTS, ANSWER KEY.
COMMENT: THE MATERIAL IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. STEP BY STEP DIRECTIONS ARE CLEARLY ILLUSTRATED IN DIFFERENT ASPECTS OF CLOTHING CONSTRUCTION.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001261

TITLE: POWER SEWING MACHINE OPERATOR - GARMENT. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A POWER SEWING MACHINE OPERATOR. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GNERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002641

TITLE: KITCHEN AND LAUNDRY TRAINING PROGRAM. 13 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: KITCHEN AIDE TRAINING, MAIN KITCHEN CHECK SHEET, LAUNDRY AIDE TRAINING, LAUNDRY CHECK LIST.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A KITCHEN OR LAUNDRY AIDE JOB. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING.
2003081

TITLE: TEXTILES. 30 P. 06/71.
AUTHOR: TAYLOR, W.C.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: TEXTILE PRODUCTION AND FABRICATION (17.33), CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202).
ORIENTATION: PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH SECONDARY AND POSTSECONDARY SPECIAL NEEDS STUDENTS IN PREVOCATIONAL PROGRAMMING.
SUBJECT CONTENT: PREVOCATIONAL, TEXTILE SAFETY, TRANSPARENCY LIST, TRAINING REQUIREMENTS, PERSONNEL SPECIFICATIONS, WAGE SCALES, TERMINOLOGY, SUMMARY.
COMMENT: MATERIAL CONTAINS A WORLD OF WORK UNIT ALONG WITH A LISTING OF RESOURCES WHICH ARE NECESSARY TO TEACH DIFFERENT VOCATIONAL PROGRAMS. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008441

FOOD MANAGEMENT, PRODUCTION, AND SERVICES: 09.0203

PREPARATION FOR VARIOUS KINDS OF EMPLOYMENT RELATED TO INSTITUTIONAL AND COMMERCIAL FOOD SERVICES. EMPLOYMENT MAY INCLUDE WORKERS AND SUPERVISION FOR THE ELDERLY, AND SCHOOL LUNCH PROGRAMS.

TITLE: FOOD SERVICE EMPLOYEE. 350 P. 09/69.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), FOOD SERVICE SUPERVISOR (07.0908).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN TRAINING FOOD SERVICE EMPLOYEES. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: ORIENTATION, SANITATION, SAFETY, EQUIPMENT, FOOD PREPARATION, FOOD PRODUCTION, BUS SERVICE, TABLE SERVICE, RECEIVING FOOD, STORING FOOD, ANSWERS, TESTS WITH KEY.
COMMENT: THIS IS AN EXTREMELY THOROUGH UNIT WHICH IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. THERE IS A JOB ANALYSIS FOR FOOD SERVICE EMPLOYEES AT THREE COMPETENCY LEVELS. BIBLIOGRAPHY AND TESTS ARE INCLUDED. A VERY COMPLETE TRAINING PACKAGE WHICH WOULD BE EXCELLENT IN ANY SPECIAL NEEDS WORK TRAINING PROGRAM. NUMEROUS READING SELECTIONS MAKE THE DELIVERY OF INSTRUCTION MORE LIKE ENTERTAINMENT. DEFINITELY PITCHED TO THE INTERESTS OF STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001271

TITLE: SOFT ICE CREAM MACHINE PREPARATION, OPERATION AND CLEAN UP. 6 P. 08/70.
AUTHOR: LACK, BRIAN M. S.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), FOOD SERVICES (04.07).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER ACTIVITIES ARE DIVIDED INTO PREREQUISITE LEARNING AND COMPONENT TASKS. THE MATERIAL WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002811

TITLE: PREPARE, USE AND CLEAN GRILL. 4 P. 08/70.
AUTHOR: QUINLAN, ROBERT.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD SERVICES (04.07), QUANTITY FOOD OCCUPATICNS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, TOOLS, MATERIALS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002831

TITLE: KITCHEN AND LAUNDRY TRAINING PROGRAM. 13 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: KITCHEN AIDE TRAINING, MAIN KITCHEN CHECK SHEET, LAUNDRY AIDE TRAINING, LAUNDRY CHECK LIST.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A KITCHEN OR LAUNDRY AIDE JOB. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING. 2003081

TITLE: LEARNING OBJECTIVES IN FOOD PREPARATION OCCUPATIONS. 80 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN FOOD PREPARATION OCCUPATIONS PROGRAMS.
SUBJECT CONTENT: PIE MAKER (HOTEL AND RESTAURANT), BAKER HELPER, COOK, COOK (HOTEL AN RESTAURANT), SHORT ORDER COOK, BULL COOK.
COMMENT: PERFORMANCE OBJECTIVES CHECKLISTS TO RECORD TRAINING OF STUDENTS IN FOOD PREPARATION OCCUPATIONS PROGRAMS.
MEDIA: PRINTED-MATTER, EVALUATION CHART.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004171

TITLE: FOOD SERVICE. 32 P. 06/71.
AUTHOR: HASTY, LISWA.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN FOOD SERVICES TRAINING PROGRAMS.
SUBJECT CONTENT: RATIONALE, MATERIALS, TOOLS, EQUIPMENT, AND ACTIVITIES.
COMMENT: THIS MATERIAL IS AN OVERVIEW OF DIFFERENT ASPECTS OF THE FOOD SERVICE INDUSTRY. THERE ARE LEARNING ACTIVITIES ON SCOPE OF THE INDUSTRY, TYPES OF FOOD SERVICE OPERATIONS AND TERMINOLOGY. ALSO, THERE ARE LEARNING ACTIVITIES ON HOW TO PERFORM DIFFERENT DUTIES AS A FOOD SERVICE WORKER AND LESSONS ON WAGES, DEDUCTIONS, BENEFITS, TRAINING OPPORTUNITIES AND APTITUDES. THIS IS AN OUTSTANDING MATERIAL WHICH UTILIZES PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES AND A REFERENCE SECTION TO ASSIST THE TEACHER IN PLANNING. MATERIAL IS APPROPRIATE FOR SPECIAL OR REGULAR VOCATIONAL EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008311

HOME FURNISHINGS, EQUIPMENT, AND SERVICES: 09.0204

PREPARATION FOR VARIOUS KINDS OF EMPLOYMENT RELATED TO HOME FURNISHINGS AND/OR EQUIPMENT. IT INCLUDES ASSISTING PURCHASERS IN THE SELECTION OF SUITABLE HOME FURNISHINGS AND/OR EQUIPMENT. ASSISTING INTERIOR DECORATORS, AND CUSTOM-MAKING OF CURTAINS, DRAPERIES, SLIP COVERS, AND SIMILAR ITEMS.

TITLE: HOME FURNISHINGS AIDE. 500 P. 06/70.
CORPORATE AUTHOR: TEXAS TECH UNIVERSITY AND TEXAS EDUCATION AGENCY.
RELEVANT TO: HOME FURNISHINGS, EQUIPMENT, AND SERVICES (09.0204).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN TRAINING HOME FURNISHING AIDES. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: HOME FURNISHING ORIENTATION, BUSINESS ASPECTS, INTERIOR DESIGN STUDIOS, DEPARTMENT STORE, CLIENT'S HOME, DRAPERY, CARE, MAINTENANCE, ANSWERS, TESTS WITH KEY.
COMMENT: THIS IS AN EXTREMELY THOROUGH UNIT WHICH IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. THERE IS A JOB ANALYSIS FOR HOME FURNISHING AIDE. A PROPOSED COURSE OUTLINE, SAMPLE COURSE UNITS, AND BIBLIOGRAPHY OF REFERENCES REQUIRED FOR USE WITH INSTRUCTIONAL MATERIALS IS INCLUDED. A VERY COMPLETE TRAINING PACKAGE WHICH WOULD BE EXCELLENT IN ANY SPECIAL NEEDS WORK TRAINING PROGRAM. DEFINITELY PITCHED TO THE INTERESTS OF STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001301

INSTITUTIONAL AND HOME MANAGEMENT: 09.0205

PREPARATION FOR VARIOUS KINDS OF EMPLOYMENT RELATED TO INSTITUTIONAL AND HOME MANAGEMENT SERVICES. THESE INCLUDE INSTITUTIONAL HOUSEKEEPING, EXECUTIVE HOUSEKEEPING, AND HOTEL AND MOTEL HOUSEKEEPING.

TITLE: HOUSEKEEPING MANAGEMENT ASSISTANT. 250 P. 09/69.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: INSTITUTIONAL AND HOME MANAGEMENT (09.0205).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN TRAINING HOUSEKEEPING MANAGEMENT ASSISTANTS. CLEARLY REPRODUCED VISUALS COULD BE USED AS TRANSPARENCY MASTERS.

SUBJECT CONTENT: HOUSEKEEPING ORIENTATION, EQUIPMENT, DUTIES, FLOOR MAINTENANCE, LAUNDRY, ANSWERS, TESTS WITH KEY.
COMMENT: THIS IS AN EXTREMELY THOROUGH UNIT WHICH IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. THERE IS A JOB ANALYSIS FOR HOUSEKEEPING MANAGEMENT ASSISTANT. A PROPOSED COURSE OUTLINE, SAMPLE COURSE UNITS, AND BIBLIOGRAPHY OF REFERENCES REQUIRED FOR USE WITH INSTRUCTIONAL MATERIALS IS INCLUDED. A VERY COMPLETE TRAINING PACKAGE WHICH WOULD BE EXCELLENT IN ANY SPECIAL NEEDS WORK TRAINING PROGRAM. DEFINITELY PITCHED TO THE INTERESTS OF STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001291

TITLE: HOUSEKEEPING AIDE. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: INSTITUTIONAL AND HOME MANAGEMENT (09.0205), CUSTODIAL SERVICES (17.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A HOUSEKEEPING AID. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002631

TITLE: LABORATORY PROJECT FOR HOUSEKEEPING AIDE TRAINEE. CLEANING A BATHROOM. 6 P. 08/70.
AUTHOR: LEE, R.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CUSTODIAL SERVICES (17.11), INSTITUTIONAL AND HOME MANAGEMENT (09.0205).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, MATERIALS, PREREQUISITES, SAFETY.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002821

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST. 2003311

TITLE: AUTO TUNE-UP, HOSPITAL-HOTEL HOUSEKEEPING GUIDANCE. 27 P. NO DATE.
CORPORATE AUTHOR: FLORIDA MIGRATORY CHILD COMPENSATORY EDUCATION LEARN AND EARN PROGRAM.
RELEVANT TO: INSTITUTIONAL AND HOME MANAGEMENT (09.0205), MECHANICS (17.0302).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH COULD BE USED WITH ANY

DISADVANTAGED OR HANDICAPPED STUDENTS AT SECONDARY LEVEL IN A WORK TRAINING PROGRAM.
SUBJECT CONTENT: AUTO TUNE-UP, CLEANING HOTEL/MOTEL ROOMS, HOUSEKEEPING, EQUIPMENT, MATERIALS, JOB COUNSELING.
COMMENT: VERY EXCELLENT TASK LISTING SHEET WHICH COULD BE USED TO PREPARE A STUDENT FOR A WORK PLACEMENT AND COULD BE USED TO EVALUATE HIS ON THE JOB PERFORMANCE. MAY ALSO BE A GOOD TOOL FOR A SUPERVISING EMPLOYER TO USE TO STRUCTURE HIS WORK WITH A SPECIAL NEEDS STUDENT. WORK EXPERIENCE PROGRAMS FOR THE RETARDED WOULD FIND THIS A USEFUL TOOL BUT IT COULD BE USED EQUALLY WELL WITH OTHER SPECIAL NEEDS GROUPS. IT WAS DEVELOPED AND USED WITH MIGRANT STUDENTS IN FLORIDA.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. A LIMITED QUANTITY OF THESE MATERIALS IS AVAILABLE. CONTACT SOURCE FOR COST.
2003331

INDUSTRIAL ARTS IS THE BODY OF RELATED SUBJECT MATTER, OR RELATED COURSES, ORGANIZED FOR THE DEVELOPMENT OF UNDERSTANDING ABOUT THE TECHNICAL, CONSUMER, OCCUPATIONAL, RECREATIONAL, ORGANIZATIONAL, MANAGERIAL, SOCIAL, HISTORICAL, AND CULTURAL ASPECTS OF INDUSTRY AND TECHNOLOGY. LEARNING EXPERIENCES INVOLVE ACTIVITIES SUCH AS EXPERIMENTING, DESIGNING, CONSTRUCTING, EVALUATING, AND USING TOOLS, MACHINES, MATERIALS, AND PROCESSES WHICH PROVIDE OPPORTUNITIES FOR CREATIVITY AND PROBLEM SOLVING.

THE STUDY OF THE TECHNOLOGY AND SOCIO-ECONOMIC CONTRIBUTIONS OF THOSE INDUSTRIES CONCERNED WITH RESIDENTIAL, INDUSTRIAL, AND TRANSPORATION STRUCTURES. LEARNING ACTIVITIES, WHICH ARE USUALLY CENTERED AROUND SCALED STRUCTURES, INVOLVE RESEARCH, DESIGN, ENGINEERING, MASONRY, CARPENTRY, ELECTRICITY, AND PLUMBING.

TITLE: MAKING AN OUTDOOR BENCH. 14 P. 1970.
AUTHOR: WINN, DAN.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002221

TITLE: PINE SLAB COFFEE TABLE. 11 P. 1970.
AUTHOR: SANBORN, DAVID V.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002231

TITLE: SKI STORAGE RACK. 5 P. 1970.
AUTHOR: ZACK, HOWARD.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002241

TITLE: MAKING A CUTTING BOARD. 5 P. 1970.
AUTHOR: KISKO, JOSEPH.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.

MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002251

TITLE: SLANTING BOOKSHELF. 8 P. 1970.
AUTHOR: KISKO, JOSEPH.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002261

TITLE: REPLACING GLASS IN WINDOW SASH. 4 P. NO DATE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIAL, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002271

TITLE: WINDOW SCREEN. 7 P. 1971.
AUTHOR: ELDER, ROBERT D.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002291

TITLE: LABORATORY PROJECT IN BUILDING TRADES, BUILDING A BIRD HOUSE. 10 P. 1970.
AUTHOR: ROCHON, W.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002331

A CATEGORY OF INFORMATION AND SKILLS CONCERNED WITH CONVEYING IDEAS OR ILLUSTRATIONS GRAPHICALLY THROUGH DRAWINGS, CHARTS, SKETCHES, MAPS, AND GRAPHS, AND THE RELATED FACTORS SUCH AS THE ROLE OF DRAFTING IN HISTORY AND INDUSTRY. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS ARCHITECTURAL DRAFTING, DESCRIPTIVE GEOMETRY, DRAFTING, DRAFTING TECHNOLOGY, ENGINEERING DRAWING, INDUSTRIAL DESIGN, MECHANICAL DRAWING, TECHNICAL ILLUSTRATION, AND OTHER DRAFTING.

TITLE: AN INSTRUCTIONAL PROGRAM ON THE USE OF GRAPHIC PLOTTER IN CONJUNCTION WITH THE HEWLETT PACKARD 9810 PROGRAMMABLE CALCULATOR - ELECTRONICS. 12 P. 1970.
AUTHOR: FANTAUZZO, DOMINICK.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: DRAFTING (10.03), AUDITORY (19.020101), BUSINESS DATA PROCESSING SYSTEMS OCCUPATIONS (14.02), ELECTRONICS OCCUPATIONS (17.15).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN DRAFTING COURSES.
SUBJECT CONTENT: GRAPHICS REPRODUCTION, USE OF CALCULATOR.
COMMENT: GRAPHICALLY ORIENTED SELF INSTRUCTIONAL UNIT WHICH WAS USED SUCCESSFULLY WITH THE DEAF AT NTID.
MEDIA: P-I-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001832

SEE FEEDBACK

A CATEGORY OF INFORMATION AND SKILL CONCERNED WITH ELECTRICAL ENERGY INCLUDING THEORY, APPLICATIONS, AND CONTROL AS THEY RELATE TO ELECTRICALLY POWERED EQUIPMENT, TO VARIOUS KINDS OF COMMUNICATIONS EQUIPMENT, AND TO RELATED FACTORS SUCH AS OCCUPATIONS, ECONOMICS, AND CONSUMER INFORMATION.

TITLE: PROJECT: MOUNT BELL BUTTON. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIALS WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002491

TITLE: PROJECT: MOUNT TRANSFORMER. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGUALR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002501

TITLE: PROJECT: CONSTRUCT SIMPLE TABLE LAMP. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGUALR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002511

TITLE: PROJECT: MOUNT BELL. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002521

TITLE: PROJECT: CONSTRUCT SIMPLE TABLE LAMP. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002891

TITLE: PROJECT: CONNECT BELL - BUTTON AND TRANSFORMER IN SERIES. 1 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002911

TITLE: OHM'S LAW, A PROGRAMMED INSTRUCTIONAL UNIT. 21 P. NO DATE.
AUTHOR: OSBORNE, HOWARD.
CORPORATE AUTHOR: IOWA SCHOOL FOR THE DEAF.
RELEVANT TO: ELECTRONICS OCCUPATIONS (17.15), ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN ELECTRONICS TRAINING.
SUBJECT CONTENT: PRETEST, OHM'S LAW, POST TEST.
COMMENT: ANSWER KEY IS INCLUDED. THIS UNIT IS DESIGNED IN A PROGRAMED INSTRUCTION FORMAT AHD HAS BEEN USED SUCCESSFULLY AT THE DEVELOPING INSTITUTION. IT IS DESIGNED FOR INDEPENDENT STUDENT USE. MINIMAL READING IS REQUIRED.
MEDIA: WORKBOOK.
SOURCE: MR. D. Q. DRAKE, VOCATIONAL TECHNICAL PRINCIPAL, IOWA SCHOOL FOR THE DEAF, COUNCIL BLUFFS, IA 51501. AVAILABLE WHILE SUPPLY LASTS FOR COSTS OF DUPLICATION AND MAILING. 2003861

TITLE: ELECTRICITY. 49 P. 06/71.
AUTHOR: HICKS, BILL.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: ELECTRICAL OCCUPATIONS (17.14), ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL ELECTRONICS PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES, MATERIALS.
COMMENT: THIS MATERIAL IS A SERIES OF LEARNING ACTIVITIES DESIGNED TO INTRODUCE STUDENTS TO DIFFERENT ASPECTS OF ELECTRONICS. SAMPLE AREAS WHICH LEARNING ACTIVITIES COVER ARE: CONCEPTS, SPLICING WIRES AND USE OF BASIC TOOLS, FUSE PANEL AND VOLTAGE DISTRUBUTION, CONVERTING ELECTRICITY TO SOUND, CONVERTING ELECTRICITY TO LIGHT, SEIRES AND PARALLEL LIGHTING CIRCUITS AND INFORMATION RELATING TO TRAINING OPPORTUNITIES, EMPLOYMENT CONDITIONS AND OPPORTUNITIES. LEARNING ACTIVITIES CONSIST OF PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, SUGGESTED PROCEDURES AND A REFERENCE SECTION. A VERY HIGH QUALITY UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008301

THE STUDY OF TWO OR MORE SEPARATE AND SOMEWHAT DISTINCT ASPECTS OF INDUSTRY AND TECHNOLOGY. LEARNING EXPERIENCES INVOLVE ACTIVITIES SUCH AS EXPERIMENTING, DESIGNING, CONSTRUCTING, EVALUATING, AND USING A VARIETY OF TOOLS, MATERIALS, AND PROCESSES.

TITLE: MAKING AN OUTDOOR BENCH. 14 P. 1970.
AUTHOR: WINN, DAN.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002221

TITLE: PINE SLAB COFFEE TABLE. 11 P. 1970.
AUTHOR: SANBORN, DAVID V.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002231

TITLE: SKI STORAGE RACK. 5 P. 1970.
AUTHOR: ZACK, HOWARD.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06), CONSTRUCTION (10.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002241

TITLE: MAKING A CUTTING BOARD. 5 P. 1970.
AUTHOR: KISKO, JOSEPH.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.

SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002251

TITLE: SLANTING BOOKSHELF. 8 P. 1970.
AUTHOR: KISKO, JOSEPH.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002261

TITLE: REPLACING GLASS IN WINDOW SASH. 4 P. NO DATE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIAL, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002271

TITLE: WINDOW SCREEN. 7 P. 1971.
AUTHOR: ELDER, ROBERT D.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002291

TITLE: ROLL-TYPE MEMO PAD. 5 P. 1970.
AUTHOR: SPAULDING, RAYMOND.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES, CONSTRUCTION.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002311

TITLE: LABORATORY PROJECT IN BUILDING TRADES, BUILDING A BIRD HOUSE. 10 P. 1970.
AUTHOR: ROCHON, W.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSTRUCTION (10.01), GENERAL INDUSTRIAL ARTS (10.06).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002331

THE STUDY OF INFORMATION AND SKILLS CONCERNED WITH GRAPHIC REPRODUCTION, AS WELL AS RELATED FACTORS SUCH AS OCCUPATIONS, ECONOMICS, AND CONSUMER INFORMATION. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS GRAPHIC ARTS, PHOTOGRAPHY, PHOTOLITHOGRAPHY.

TITLE: MECHANICAL DRAWING. 14 P. 06/71.
AUTHOR: STEADMAN, JERRY.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GRAPHIC ARTS (10.07), DRAFTING OCCUPATIONS (17.13).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN DRAFTING PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES.
COMMENT: THE OBJECTIVE OF THE UNIT IS TO EXPOSE STUDENTS TO DIFFERENT ACTIVITIES OF DRAFTSMEN. INFORMATION ON SALARIES AND POTENTIAL JOB OPENINGS IS PROVIDED. SEVERAL LEARNING ACTIVITIES ARE DESCRIBED IN TERMS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND VISUALS. THESE VISUALS ARE VERY HIGH QUALITY AND WOULD MAKE GOOD TRANSPARENCY MASTERS. THIS UNIT WOULD BE APPLICABLE TO SPECIAL EDUCATION AND REGULAR VOCATIONAL EDUCATION DRAFTING CLASSES. A VERY HIGH QUALITY MATERIAL.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008341

SEE FEEDBACK

A CATEGORY OF INFORMATION AND SKILLS CONCERNED WITH INDUSTRIAL-TECHNICAL MATERIALS AND PROCESSES INCLUDING THEIR PROPERTIES AND UTILIZATION AS THEY ARE FABRICATED INTO USABLE PRODUCTS. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS FLUID POWER, INDUSTRIAL MATERIALS, INDUSTRIAL MATERIALS AND PROCESSES, INDUSTRIAL PROCESSES, INSTRUMENTATION, NUMERICAL CONTROL, AND OTHER INDUSTRIAL MATERIALS AND PROCESSES.

TITLE: LABORATORY PROJECT IN PLUMBING, SWEATING JOINT FOR COPPER TUBING. 4 P. 1971.
AUTHOR: EVANS, WILLIAM H.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: INDUSTRIAL MATERIALS AND PROCESSES (10.12).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002321

A CATEGORY OF INFORMATION AND SKILLS CONCERNED WITH METALS INCLUDING THE PRODUCTS MANUFACTURED FROM METALS, THE TECHNOLOGY EMPLOYED IN THE PRODUCTION, PROCESSING, AND USE OF METALS, AND RELATED FACTORS SUCH AS OCCUPATIONS, ECONOMICS, AND CONSUMER INFORMATION. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS METALS, METAL MACHINING (METAL SHOP), METAL TECHNOLOGY, SHEET METAL, WELDING AND OTHER METALS.

TITLE: BIRD HOUSE. 14 P. 1971.
AUTHOR: BUSSAGLIA, ERNEST A., JR.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: METALS (10.14).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES, OCCUPATIONAL DESCRIPTIONS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002281

TITLE: DUST PAN. 5 P. 1970.
AUTHOR: SPAULDING, RAYMOND.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: METALS (10.14).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002301

TITLE: LETTER HOLDER. 6 P. 08/70.
AUTHOR: SPAULDING, RAYMOND.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: METALS (10.14).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PROCEDURE.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002771

TITLE: METAL WORK. 46 P. 06/71.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: METALS (10.14), METALWORKING OCCUPATIONS (17.23).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN METAL WORKING PROGRAMS. OUTSTANDING ILLUSTRATIONS.
SUBJECT CONTENT: MATERIALS, EQUIPMENT, ACTIVITIES.
COMMENT: THE OBJECTIVE OF THE UNIT IS TO EXPOSE STUDENTS TO DIFFERENT METALWORKING OCCUPATIONS AND TO TAKE THEM THROUGH A SIMPLE METALWORKING PROJECT TO FAMILIARIZE THEM WITH BASIC TOOLS, MATERIALS AND PROCEDURES. THERE ARE 21 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS, AND EQUIPMENT MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE

USED AS TRANSPARENCY MASTERS. THIS UNIT WOULD BE APPLICABLE TO SPECIAL EDUCATION AND REGULAR VOCATIONAL EDUCATION METALS CLASSES. A VERY HIGH QUALITY MATERIAL.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008351

A CATEGORY OF INFORMATION AND SKILLS CONCERNED WITH THE VARIOUS FORMS OF POWER, INCLUDING ITS GENERATION, TRANSMISSION, AND UTILIZATION. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS AUTOMOTIVE MECHANICS. POWER AND AUTOMOTIVE MECHANICS, POWER MECHANICS, TRANSPORTATION, AND OTHER POWER AND AUTOMOTIVE MECHANICS.

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

SEE FEEDBACK

A CATEGORY OF INFORMATION AND SKILLS CONCERNED WITH WOODS, INCLUDING VARIOUS MANUFACTURED WOOD PRODUCTS, THE TECHNOLOGY EMPLOYED IN THE MANUFACTURE AND CONSTRUCTION OF PRODUCTS USING WOODS, AND RELATED FACTORS SUCH AS OCCUPATIONS, ECONOMICS, AND CONSUMER INFORMATION. SUBJECT MATTER AND LEARNING EXPERIENCES ARE ORGANIZED UNDER VARIOUS DESCRIPTIVE TITLES SUCH AS WOODS, WOODS TECHNOLOGY, AND OTHER WOODS.

TITLE: WOODWORKING. 14 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: WOODS (10.19), CARPENTRY (17.1001).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: PRACTICAL SKILLS, CONCEPTS, TOOLS, MACHINES, MERCHANDISING, SAFETY, WOODWORKING PROCESS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. IT IS A VERY GENERAL TASK AND MATERIALS LISTING SHEET THAT CONTAINS GENERAL AND SPECIFIC PERFORMANCE OBJECTIVES. A RELATED EDUCATION TEACHER MIGHT USE SUCH A UNIT TO GET A QUICK OVERVIEW OF THE TOPICS TO WHICH RELATED INSTRUCTION COULD BE GEARED. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003621

TITLE: RADIAL ARM SAW. CASSETTE/SLIDES.
RELEVANT TO: WOODS (10.19).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY IN INSTRUCTION ON THE RADIAL ARM SAW.
SUBJECT CONTENT: RADIAL ARM SAW.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND CAN BE EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, CASSETTE, STUDY GUIDES.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON STREET, FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004601

TITLE: WOODSHOP TOOLS USE JOB EVALUATION SHEETS. 7 P. 1971.
RELEVANT TO: WOODS (10.19), WOODWORKING OCCUPATIONS (17.36).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN WOODSHOP COURSES.
SUBJECT CONTENT: EQUIPMENT, PRACTICE FORMS.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVED PERFORMANCE AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004871

MATHEMATICS COMPRISES THE BODY OF RELATED SUBJECT MATTER, OR THE BODY OF RELATED COURSES, ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH THE SCIENCE OF RELATIONS EXISTING BETWEEN QUANTITIES (MAGNITUDE) AND OPERATIONS AND THE SCIENCE OF METHODS USED FOR DEDUCING FROM OTHER QUANTITIES, KNOWN OR SUPPOSED, THE QUANTITIES SOUGHT.

TITLE: MATHEMATICS DIAGNOSTIC TESTS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS TRAINING.
SUBJECT CONTENT: BASIC MATHEMATICS.
COMMENT: JOB CORPS PROGRAMS ARE DESIGNED TO ASSIST STUDENTS TO PASS THEIR GED TEST. THIS SET OF TESTS ASSESSES WHERE THE STUDENT IS IN THE OF MATH SKILLS. A GOOD REVIEW OF BASIC SKILLS NECESSARY TO FUNCTION IN THE JOB WORLD.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008471

SEE FEEDBACK

MATHEMATICS SUBJECT MATTER, DESIGNED FOR THE ELEMENTARY SCHOOL, WHICH USUALLY IS CONCERNED WITH THE STUDY OF VARIOUS ASPECTS OF ARITHMETIC, INFORMAL ALGEBRA, AND INFORMAL GEOMETRY. AN OVERALL GOAL IS UNDERSTANDING ACCOMPANIED BY REASONABLE EFFICIENCY IN BOTH THE COMPUTATIONAL AND APPLICATIONAL PHASES OF MATHEMATICS. TOWARD THIS END CERTAIN EMPHASES PERMEATE ALL TOPICS AND ALL GRADE LEVELS. AMONG THESE ARE (1) THE USE OF MANIPULATIVE AND PICTURED MATERIALS TO CLARIFY IDEAS AND TO BUILD MEANINGS, (2) RECOGNITION OF THE ROLE OF MATHEMATICS IN REAL LIFE AND ITS USE IN PROBLEM SOLVING SITUATIONS, (3) THE RATIONALE OF THE DECIMAL NUMERATION SYSTEM AND OF THE ALGORITHMS OF THE OPERATIONS, (4) THE RELATIONSHIPS WHICH EXIST WITHIN A SINGLE OPERATION, BETWEEN TWO OPERATIONS, AND AMONG THE FOUR OPERATIONS, (5) THE CONTINUOUS DEVELOPMENT OF THE CONCEPTS WHICH ARE BASIC TO ANY TOPIC STUDIED, FROM THE SIMPLEST BEGINNINGS TO WHATEVER EXTENSIONS AND EXPANSIONS ARE CONSISTENT WITH THE LEARNER'S ABILITY TO COMPREHEND, (6) PROVISION FOR PREREQUISITE LEARNINGS FOR LATER TOPICS, (7) THE USE OF METHODS WHICH WILL INTEREST, STIMULATE, AND MOTIVATE THE PUPIL, AND (8) APPROPRIATE ADJUSTMENTS FOR VARIATIONS IN THE ABILITIES OF PUPILS. IN PRACTICE, THE SUBJECT MATTER USUALLY IS ORGANIZED ON A SPIRAL PLAN. BY MEANS OF THIS PLAN PUPILS STUDY THE SAME SUBJECT-MATTER TOPIC TWO OR MORE YEARS OR GRADE-PLACEMENT LEVELS, EACH TIME AT A HIGHER LEVEL OF DIFFICULTY.

TITLE: CALCULATOR MATHEMATICS FOR JUNIOR HIGH SCHOOL. 95 P. 06/68.
AUTHOR: RULL, MARVIN H. AND MARGARET AHRENHOLTZ.
CORPORATE AUTHOR: THE QUINCY PUBLIC SCHOOL SYSTEM AND SOUTHERN ILLINOIS UNIVERSITY.
RELEVANT TO: ELEMENTARY - SCHOOL MATHEMATICS (K-6) (11.01), BUSINESS MACHINE OPERATORS (14.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN DISTRIBUTIVE EDUCATION OR OCCUPATIONAL TRAINING.
SUBJECT CONTENT: ADDITION, SUBTRATION, MULTIPLICATION, DIVISION, DECIMALS, BUSINESS FORMS, WORD PROBLEMS, PER CENT.
COMMENT: ANSWER KEY INCLUDED. THIS DOCUMENT CAN BE USED INDEPENDENTLY BY STUDENTS WITH LOW VERBAL ABILITY. THERE IS LITTLE READING INVOLVED AND THE SELECTIONS ARE WRITTEN ON A FOURTH TO SIXTH GRADE READING LEVEL. THE MATERIAL TEACHES THE STUDENT HOW TO PERFORM SIMPLE ARITHMETIC PROBLEMS ON A CALCULATING MACHINE. MATERIAL MAY HAVE SOME RELEVANCE TO WORK WITH MORE CAPABLE MENTALLY RETARDED AS WELL AS OTHER SIGHTED SPECIAL NEEDS STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MR. M. H. RULL, PROS, COORD., QUINCY HIGH SCHOOL, 1444 MAINE STREET, QUINCY, IL 62301. SINGLE COPY ONLY. CONTACT SOURCE FOR PRICE INFORMATION. 2003761

MATHEMATICS SUBJECT MATTER DESIGNED FOR THE JUNIOR HIGH SCHOOL AND CONCERNED WITH EXTENDING THE VARIOUS ASPECTS OF ARITHMETIC, ALGEBRA, AND INFORMAL GEOMETRY TAUGHT IN THE ELEMENTARY SCHOOL. THERE ARE ALSO MORE ADVANCED TOPICS INTRODUCED ON AN INFORMAL BASIS. EMPHASIS IS ON (A) EXPANDING THE TOPICS STUDIED IN THE ELEMENTARY SCHOOL AND INTRODUCING ADVANCED TOPICS CONSISTENT WITH THE LEARNERS' ABILITY TO COMPREHEND, (B) THE APPLICATION OF MATHEMATICS, (C) METHODS OF PROBLEM SOLVING AND (D) METRIC AND NONMETRIC GEOMETRY.

TITLE: MATHEMATICS UNIT TESTS: WHOLE NUMBERS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS TRAINING.
SUBJECT CONTENT: WHOLE NUMBERS, BASIC MATHEMATICS.
COMMENT: A DIAGNOSTIC INSTRUMENT WHICH HAS BEEN USED SUCCESSFULLY WITH DISADVANTAGED STUDENTS AT JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008481

TITLE: MATHEMATICS UNIT TESTS: DECIMALS, PERCENTS, AND MEASUREMENT. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS TRAINING.
SUBJECT CONTENT: DECIMALS, PERCENTS, AND MEASUREMENT.
COMMENT: A GOOD DIAGNOSTIC INSTRUMENT FOR MEASURING STUDENT PERFORMANCE IN THESE SKILL AREAS. THIS HAS BEEN USED AT JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U. S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008491

TITLE: MATHEMATICS UNIT TESTS: FRACTIONS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH HAS BEEN USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS.
SUBJECT CONTENT: FRACTIONS.
COMMENT: A GOOD REVIEW OF THIS SUBJECT WITH EVALUATION BUILT IN. THIS MATERIAL HAS BEEN USED SUCCESSFULLY WITH DISADVANTAGED PERSONS AT JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U. S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008501

TITLE: ARITHMETIC FOR EVERYDAY LIFE. 71 P. 1951.
CORPORATE AUTHOR: UNITED STATES ARMED FORCES INSTITUTE.
RELEVANT TO: MATHEMATICS (11.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: ARITHMETIC.
COMMENT: THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS OF SOLDIERS WHICH MAY BE MOTIVATING FOR STUDENTS WISHING TO ENLIST IN THE ARMY. THERE ARE UNITS ON MEASUREMENT, CHANGEMAKING, FRACTIONS, ADDITION, MULTIPLICATION, SUBTRACTION AND DIVISION. THE DIRECTIONS ARE WRITTEN AT THE FOURTH TO SIXTH GRADE READING LEVEL.
MEDIA: TEXTBOOK.
SOURCE: G.P.O., NO PRICE. 2090921

TITLE: ARITHMETIC...FOR EVERYDAY LIFE..LEVEL 6. 135 P. NO DATE.
AUTHOR: BECKMANN, MILTON W.
RELEVANT TO: MATHEMATICS (11.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POST SECONDARY LEVEL IN REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: ARITHMETIC.
COMMENT: THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS OF SOLDIERS WHICH MAY BE MOTIVATING FOR STUDENTS WISHING TO ENLIST IN THE ARMY. THERE ARE UNITS ON MEASUREMENT, CHANGEMAKING, FRACTICNS, ADDITION, MULTIPLICATION, SUBTRACTION, AND DIVISION. THE DIRECTIONS ARE WRITTEN ON A FIFTH TO SIXTH GRADE READING LEVEL.
MEDIA: TEXTBOOK.
SOURCE: G.P.O., 0800-0059, NO PRICE. 2090931

AN ORGANIZED BODY OF MATHEMATICS SUBJECT MATTER WHICH FREQUENTLY COMPRISES AN ALTERNATIVE TO THE SEQUENCE OF COLLEGE-PREPARATORY MATHEMATICS COURSES.

TITLE: VOCATIONAL RELATED MATH FOR VOCATIONAL IMPROVEMENT PROGRAMS. BLAST OFF. 186 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED DISADVANTAGED OR HANDICAPPED STUDENT IN RELATED BASIC EDUCATION PROGRAMS.
SUBJECT CONTENT: NUMBER SYSTEM, ADDITION, SUBTRACTION, MULTIPLICATION, DIVISION, RELATED INFORMATION SHEET, SKILL PRACTICE, ASSIGNMENT SHEETS, EVALUATION.
COMMENT: THIS MATERIAL IS A SERIES OF PROBLEMS IN BASIC MATHEMATICS WHICH CAN BE USED INDEPENDENTLY BY THE STUDENT. AN ANSWER KEY BOOKLET ACCOMPANIES THE WORKBOOK. THIS WOULD BE VERY APPROPRIATE FOR EDUCABLE MENTALLY RETARDED AS WELL AS OTHER HANDICAPPED GROUPS.
MEDIA: WORKBOOK, ANSWER KEY.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION. 2000961

TITLE: VOCATIONAL RELATED MATH FOR VOCATIONAL IMPROVEMENT PROGRAMS. TOUCHDOWN. 141 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED DISADVANTAGED OR HANDICAPPED STUDENT IN RELATED BASIC EDUCATION PROGRAMS.
SUBJECT CONTENT: FRACTIONS, PERCENTAGES, WHOLE NUMBERS, OCCUPATIONAL MEASUREMENTS.
COMMENT: THIS MATERIAL IS A SERIES OF PROBLEMS IN BASIC MATHEMATICS WHICH CAN BE USED INDEPENDENTLY BY THE STUDENT. AN ANSWER KEY BOOKLET ACCOMPANIES THE WORKBOOK. THIS WOULD BE VERY APPROPRIATE FOR EDUCABLE MENTALLY RETARDED AS WELL AS OTHER HANDICAPPED GROUPS.
MEDIA: WORKBOOK, ANSWER KEY.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION. 2000991

TITLE: COMPUTATION SKILLS. INTEGERS. NO DATE.
AUTHOR: BUSBEE, CYRIL B.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED AT THE SECONDARY LEVEL IN REGULAR MATH PROGRAMS.
SUBJECT CONTENT: INTEGERS, FRACTIONS, DECIMALS, PERCENTAGES, GEOMETRY, MEASUREMENT, SPECIAL EXPERIMENTS.
COMMENT: UNIQUE APPROACH TO MATH CURRICULUM DESIGNED FOR THE POTENTIAL DROPOUT. MATERIAL IS ACCOMPANIED BY TEACHER GUIDEBOOK.
MEDIA: TEXTBOOK.
SOURCE: MR. G. O. SMITH, JR., PROJECT COORDINATOR ADJUCT EDUCATION, S.C. DEPT. OF EDUCATION, 1429 SENATE STREET, COLUMBIA, SC 29201. 2003361

TITLE: COMPUTATION SKILLS TEACHER'S GUIDE. NO DATE.
AUTHOR: JENKINS, MARIAN, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: TEACHER ORIENTED GUIDEBOOK TO BE USED IN CONJUNCTION WITH STUDENTS TEXT OF THE SAME TITLE.
SUBJECT CONTENT: VISUAL MASTERS, ANSWER SHEETS, STUDENT HANDOUTS.
COMMENT: UNIQUE APPROACH TO MATH DESIGNED WITH THE POTENTIAL DROPOUT IN MIND.
MEDIA: GUIDEBOOK.
SOURCE: MR. G. O. SMITH, JR., PROJECT COORDINATOR ADJUNCT EDUCATION, S.C. STATE DEPT. OF EDUCATION, 1429 SENATE STREET, COLUMBIA, SC 29201. 2003401

TITLE: INDIVIDUALIZED LEARNING FOR ADULTS (ILA)-MATHEMATICS. 225,000 P. 1972.
CORPORATE AUTHOR: RESEARCH FOR BETTER SCHOOLS, INC.
RELEVANT TO: GENERAL MATHEMATICS (11.11), EDUCATIONAL (19.0102).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED REMEDIAL READING STUDENT, PARTICULARLY ADULTS, AT THE SECONDARY OR POSTSECONDARY LEVEL IN RELATED EDUCATION PROGRAMS. QUESTIONABLE APPLICATION OF SOME UNITS TO THE MENTALLY RETARDED.
SUBJECT CONTENT: MATHEMATICS IN FIVE AREAS: NUMERATION PLACE-VALUE,

ADDITION-SUBTRACTION, MULTIPLICATION-DIVISION, GEOMETRY-MEASUREMENT, APPLICATIONS. SUBJECT CONTENT PARTICULARLY RELEVANT TO VOCATIONAL EDUCATION--FRACTIONS, DECIMALS, PERCENTAGES, MEASUREMENT, TIME, CHANGEMAKING, PROPERTY AND INCOME TAX, CREDIT AND CASH BUYING, BANKING, BUDGETING, INSURANCE, EARNING AND PAYING COMMISSIONS, RATE PAIRS SUCH AS MILES PER HOUR, DOLLARS PER HOUR, WORDS PER MINUTE, MILES PER GALLON, GRAPHING.
COMMENT: THIS PACKAGE IS A SERIES OF MULTIPLE UNITS CONTAINING STUDENT WORK SHEETS, SKILL MASTERY REVIEWS, PRE AND POST TESTS, ANSWER KEYS, STUDENT RECORD FORMS, PRESCRIPTION SHEETS, COMPREHENSIVE ENTRANCE TEST. THE MATERIAL, DEVELOPED UNDER A U.S.O.E. GRANT, IS DESIGNED TO PREPARE ILLITERATE ADULTS FOR GED AND CAREER EDUCATION PROGRAMS. THE 282 PACKAGES FEATURE BEHAVIORAL OBJECTIVES, CRITERION REFERENCED TESTING, AND MINIMAL VERBAL OR READING LEVEL. LEARNER DIRECTS INSTRUCTIONAL PLANNING. MULTIPLE LEARNING ACTIVITIES INCLUDED. PACKET CONTAINS EXTREMELY THOROUGH WELL PACED, HIERARCHICALLY ARRANGED LEARNING SEQUENCE WHICH HAS RECEIVED EXTENSIVE FIELD TESTS WITH VARIOUS ETHNIC MINORITIES AND DISADVANTAGED POPULATIONS. BASIC READING-COMMUNICATIONS PROGRAM AVAILABLE. ORGANIZATION EXPECTS TO DEVELOP CAREER CLUSTER RELATED READING AND MATH 1972-73.
MEDIA: KIT.
SOURCE: RESEARCH FOR BETTER SCHOOLS, 1700 MARKET STREET, PHILADELPHIA, PA 19103. CONTACT SOURCE FOR PRICE INFORMATION. 2004521

TITLE: PLUS AND MINUS WITH VICTOR, OUR DIVIDED TIMES. CASSETTE/SLIDES.
RELEVANT TO: GENERAL MATHEMATICS (11.11), ACCOUNTING AND COMPUTING OCCUPATIONS (14.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE VICTOR MODEL 1400 CALCULATOR.
SUBJECT CONTENT: ADD, SUBTRACT, DIVIDE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. INSTRUCTION APPLIES TO THE VICTOR MODEL 1400 CALCULATOR. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES STUDY GUIDES.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDES.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004661

TITLE: MATHEMATICS MANUAL. 69 P. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: TEACHER AND CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN MATHEMATICS PROGRAMS.
SUBJECT CONTENT: BASIC MATHEMATICS SYSTEM, PROBLEM AREAS, GUIDELINES FOR SOLUTIONS, RECORDKEEPING, EVALUATION AND REVISION, UNIT ANALYSIS, WHOLE NUMBERS, FRACTIONS, DECIMALS AND MEASUREMENT.
COMMENT: A MANUAL WHICH OUTLINES THE JOB CORPS MATHEMATICS CURRICULUM. THE PROGRAM IS DESIGNED TO TEACH STUDENTS A VARIETY OF BASIC SKILLS THAT SERVE AS A GATEWAY TO EMPLOYMENT. MUCH OF THE MATERIALS USED BY THE STUDENT ARE SELF-INSTRUCTIONAL. THE BASIC MATHEMATICS SYSTEM CONSISTS OF THREE PARTS: THE ENTRY PHASE, INSTRUCTIONAL PHASE, AND THE EXIT PHASE.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. SINGLE COPY MAY BE AVAILABLE, DEPENDING UPON THE SUPPLY, FROM THE DEVELOPMENT DIVISION. 2004951

TITLE: FIGURE IT OUT. BOOK 2. 80 P. 1965.
AUTHOR: WALLACE, MARY C.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY LEVEL IN PREVOCATIONAL EDUCATION.
SUBJECT CONTENT: BASIC MATHEMATICS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT TAKES THE STUDENT FROM SIMPLE ADDITION TO PERCENTAGES BY EXTENSIVE USE OF DRILL INCLUDING WORD PROBLEMS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007841

TITLE: FIGURE IT OUT. 64 P. 1965.
AUTHOR: WALLACE, MARY C.
CORPORATE AUTHOR: EDUCATIONAL OPPORTUNITIES DIVISION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY LEVEL IN PREVOCATIONAL EDUCATION.
SUBJECT CONTENT: BASIC MATHEMATICS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT TAKES THE STUDENT FROM SIMPLE ADDITION TO AVERAGES BY EXTENSIVE USE OF DRILL INCLUDING WORD PROBLEMS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007861

TITLE: COMPUTATION SKILLS--MATHEMATICS. 166 P. NO DATE.
AUTHOR: BULLARD, PERRY M., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN RELATED MATHEMATICS PROGRAMS.
SUBJECT CONTENT: RATIO AND PROPORTION, PERCENT, SIMPLE ALGEBRA, GEOMETRY, MEASUREMENT, GRAPHS.
COMMENT: THE VISUALS IN THIS MATERIAL WOULD MAKE EXCELLENT TRANSPARENCY MASTERS. THE MATHEMATICS COVERED IN THIS MATERIAL IS NOT APPROPRIATE FOR MOST RETARDED PERSONS.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008181

TITLE: COMPUTATION SKILLS. 191 P. NO DATE.
AUTHOR: JENKINS, MARIAN, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN RELATED MATHEMATICS PROGRAMS.
SUBJECT CONTENT: CURRICULUM, MATERIALS, ACTIVITIES, EQUIPMENT.
COMMENT: A REAL TREASURE OF TEACHING IDEAS AND MATERIALS. NUMEROUS VISUALS USED IN THIS DOCUMENT WHICH WOULD MAKE EXCELLENT TRANSPARENCY MASTERS. THIS IS QUITE A DETAILED MANUAL ON THE EXACT SEQUENCE OF TEACHING ACTIVITIES WHICH CAN BE USED TO TEACH A NUMBER OF MATHEMATICS CONCEPTS TO SPECIAL NEEDS STUDENTS. EXTREMELY DETAILED REFERENCES TO UNIQUE LEARNING ACTIVITIES, GAMES AND SUPPLEMENTARY MATERIALS. A HIGH QUALITY DOCUMENT WHICH COULD BE USED WITH SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL EDUCATION STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008201

TITLE: MATHEMATICS UNIT TESTS: WHOLE NUMBERS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS TRAINING.
SUBJECT CONTENT: WHOLE NUMBERS, BASIC MATHEMATICS.
COMMENT: A DIAGNOSTIC INSTRUMENT WHICH HAS BEEN USED SUCCESSFULLY WITH DISADVANTAGED STUDENTS AT JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008481

TITLE: MATHEMATICS UNIT TESTS: DECIMALS, PERCENTS, AND MEASUREMENT. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS TRAINING.
SUBJECT CONTENT: DECIMALS, PERCENTS, AND MEASUREMENT.
COMMENT: A GOOD DIAGNOSTIC INSTRUMENT FOR MEASURING STUDENT PERFORMANCE IN THESE SKILL AREAS. THIS HAS BEEN USED AT JOB CORPS SITES ACROSS THE COUNTRY.

MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U. S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008491

TITLE: MATHEMATICS UNIT TESTS: FRACTIONS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MATHEMATICS (11.02), GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH HAS BEEN USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS.
SUBJECT CONTENT: FRACTIONS.
COMMENT: A GOOD REVIEW OF THIS SUBJECT WITH EVALUATION BUILT IN. THIS MATERIAL HAS BEEN USED SUCCESSFULLY WITH DISADVANTAGED PERSONS AT JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U. S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008501

TITLE: MATHEMATICS SECTION TESTS. 09/68.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GENERAL MATHEMATICS (11.11).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL MATHEMATICS.
SUBJECT CONTENT: BASIC MATHEMATICS.
COMMENT: A GOOD MATHEMATICS WORKBOOK FOR USE WITH DISADVANTAGED STUDENTS WHICH HAS BEEN USED SUCCESSFULLY AT A NUMBER OF JOB CORPS SITES ACROSS THE COUNTRY.
MEDIA: WORKBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U. S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED SUPPLY. 2008511

TITLE: UNDERSTANDING MATH - 2. 293 P. 01/72.
AUTHOR: WYKS, HOLLIS W. AND ROBERT J. AUSTIN.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL MATHEMATICS (11.11), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BEGINNING OR REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: FRACTIONS, MIXED NUMBERS, FORMULAS, DECIMALS AND PER CENTS, TIME.
COMMENT: A WORKBOOK WITH SUITABLE ILLUSTRATIONS. THIS DOES NOT LOOK LIKE A PRIMARY MATERIAL AND HENCE OLDER STUDENTS MAY BE MORE WILLING TO USE IT. THERE IS OPPORTUNITY FOR MUCH REPEATED DRILL AND PRACTICE.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010461

TITLE: UNDERSTANDING MATH - 1. 145 P. 09/71.
AUTHOR: WYKS, HOLLIS W. AND ROBERT J. AUSTIN.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL MATHEMATICS (11.11), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BEGINNING OR REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: ADDITION, SUBTRACTION, MULTIPLICATION AND DIVISION.
COMMENT: A WORKBOOK WITH SUITABLE ILLUSTRATIONS. THIS DOES NOT LOOK LIKE A PRIMARY MATERIAL AND HENCE OLDER STUDENTS MAY BE MORE WILLING TO USE IT. THERE IS OPPORTUNITY FOR MUCH REPEATED DRILL AND PRACTICE.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010471

THE NATURAL SCIENCES INCLUDE THE BODY OF RELATED SUBJECT MATTER, OR THE BODY OF RELATED COURSES ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH KNOWLEDGE OF THE PHYSICAL AND BIOLOGICAL WORLD, AND THE PROCESSES OF DISCOVERING AND VALIDATING THIS KNOWLEDGE.

FACTS, CONCEPTS, AND PRINCIPLES OF GEOLOGY, ASTRONOMY, METEOROLOGY, OCEANOGRAPHY, AND SPACE EXPLORATION WHICH ARE INTERRELATED IN THE STUDY OF THE NATURAL ENVIRONMENT OF BOTH EARTH AND SPACE.

TITLE: BASIC SCIENCE ENVIRONMENTAL SKILLS. 100 P. NO DATE.
AUTHOR: LINDER, ALICE, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: CONSUMER EDUCATION (15.05), EARTH-SPACE SCIENCES (13.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN SCIENCE RELATED PROGRAMS.
SUBJECT CONTENT: SAFETY, DIVERSITY AND UNITY, CONTINUITY, INTERDEPENDENCE, BEHAVIOR, MATTER, HEAT, WAVES, MOTION, ELECTRICITY AND MAGNETISM, MACHINES.
COMMENT: THIS MATERIAL IS DRAWN FROM THE BIOLOGICAL SCIENCES CURRICULUM STUDY WHICH WAS DEVELOPED IN COLORADO FOR USE WITH EDUCABLE MENTALLY RETARDED. IT ATTEMPTS TO MAKE SCIENCE INTERESTING AND ENJOYABLE. PERFORMANCE OBJECTIVES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008221

THIS BODY OF SUBJECT MATTER, OR COMBINATION OF COURSES AND PRACTICAL EXPERIENCE, IS ORGANIZED INTO PROGRAMS OF INSTRUCTION TO PROVIDE OPPORTUNITIES FOR STUDENTS TO PREPARE FOR OR ADVANCE IN SELECTED OFFICE OCCUPATIONS. IN THE INSTRUCTIONAL PROCESS VARIOUS ASPECTS OF SUBJECT MATTER FREQUENTLY ARE DRAWN FROM OTHER SUBJECT-MATTER AREAS. LEARNING EXPERIENCES ARE DESIGNED TO LEAD TO EMPLOYMENT AND/OR ADVANCEMENT OF INDIVIDUALS IN OCCUPATIONS IN PUBLIC OR PRIVATE ENTERPRISES OR ORGANIZATIONS RELATED TO THE FACILITATION FUNCTION OF THE OFFICE. 'FACILITIES FUNCTION' AS USED HERE REFERS TO THE EXPEDITING ROLE PLAYED BY OFFICE OCCUPATIONS AS THE CONNECTING LINK BETWEEN THE PRODUCTION AND DISTRIBUTION ACTIVITIES OF AN ORGANIZATION. INCLUDED ARE A VARIETY OF ACTIVITIES, SUCH AS RECORDING AND RETRIEVAL OF DATA, SUPERVISION AND COORDINATION OF OFFICE ACTIVITIES, INTERNAL AND EXTERNAL COMMUNICATION, AND THE REPORTING OF INFORMATION. IN THIS AREA ARE THE ITEMS OF INFORMATION WHICH IDENTIFY CATEGORIES OF CAREER OBJECTIVES IN OFFICE OCCUPATIONS, AND AROUND WHICH COURSES AND PRACTICAL EXPERIENCES ARE DEVELOPED.

TITLE: ANITA POWERS, OFFICE WORKER. 96 P. 1967.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: OFFICE OCCUPATIONS (14.).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: COMPREHENSIVE CHECKS, VOCABULARY, AUTOMATION, ORIENTATION.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. BOOKLET IN STORY FORM WITH COMPREHENSION CHECKS AT THE CONCLUSION OF EACH CHAPTER. GIVES A GOOD OVERVIEW OF BEING AN OFFICE WORKER. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007551

TITLE: OFFICE OCCUPATIONS. 47 P. 06/71.
AUTHOR: REENSTJERNA, SWANNEE.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: OFFICE OCCUPATIONS (14.).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL PROGRAMS, OUTSTANDING ILLUSTRATIONS.
SUBJECT CONTENT: PREVOCATIONAL, MATERIALS, EQUIPMENT, ACTIVITIES, OFFICE FORMS.
COMMENT: THE OBJECTIVE OF THE UNIT IS TO EXPOSE STUDENTS TO THE VARIETY OF FORMS WHICH THEY WILL USE IN THE WORKING WORLD AND TO GIVE THEM A QUICK INTRODUCTION TO TYPING. THERE ARE 21 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. THIS WOULD BE EXCELLENT MATERIAL TO COVER IN AN EDUCABLE MENTALLY RETARDED WORK EXPERIENCE PROGRAM AS WELL AS A REGULAR VOCATIONAL OR PREVOCATIONAL PROGRAM.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008361

PLANNED LEARNING EXPERIENCES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH SYSTEMATIZING INFORMATION ABOUT TRANSACTIONS AND ACTIVITIES INTO ACCOUNTS AND QUANTITATIVE RECORDS, AND PAYING AND RECEIVING MONEY.

TITLE: PLUS AND MINUS WITH VICTOR, OUR DIVIDED TIMES. CASSETTE/SLIDES.
RELEVANT TO: GENERAL MATHEMATICS (11.11), ACCOUNTING AND COMPUTING OCCUPATIONS (14.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE VICTOR MODEL 1400 CALCULATOR.
SUBJECT CONTENT: ADD, SUBTRACT, DIVIDE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. INSTRUCTION APPLIES TO THE VICTOR MODEL 1400 CALCULATOR. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES STUDY GUIDES.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDES.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004661

BOOKKEEPERS: 14.0102

PROGRAMS CONCERNED WITH COMPUTING, CLASSIFYING, AND RECORDING NUMERICAL DATA TO KEEP FINANCIAL RECORDS.

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATICNS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE. 2003041

CASHIERS: 14.0103

PROGRAMS CONCERNED WITH RECEIVING AND DISBURSING MONEY IN ESTABLISHMENTS OTHER THAN BANKS, AND USUALLY INVOLVING THE USE OF MACHINES, INCLUDING CASH REGISTERS AND CHANGE MAKERS.

TITLE: CASHIERING PROGRAM. 50 P. NO DATE.
AUTHOR: PIASTRELLI, MARIO R., AND OTHERS.
CORPORATE AUTHOR: PARMA CITY SCHOOLS.
RELEVANT TO: CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH HANDICAPPED OR

DISADVANTAGED PERSONS AT THE SECONDARY OR POSTSECONDARY LEVEL IN A CASHIER TRAINING PROGRAM.
SUBJECT CONTENT: LESSON PLANS, COURSE OUTLINE.
COMMENT: THE BOOKLET CONTAINS A RESOURCE LIST AS WELL AS COURSE OUTLINES AND LESSON PLANS. ACTIVITIES PARTICIPATED IN BY STUDENTS ARE DESCRIBED AND A LIST OF TAPES ACCOMPANYING THE PROGRAM IS INCLUDED. THESE HAVE BEEN CREATED BY THE SOURCE. THE COURSE WAS DEVELOPED ESPECIALLY FOR YOUTH WITH SPECIAL NEEDS.
MEDIA: WORKBOOK.
SOURCE: R. FRICKER, DIRECTOR-VOCATIONAL EDUCATION, 6726 RIDGE ROAD, PARMA CITY SCHOOLS, PARMA, OH 44129. CONTACT SOURCE FOR PRICE INFORMATION. 2002951

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATICNS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE. 2003041

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST. 2003311

BUSINESS MACHINE OPERATORS: 14.0104

PROGRAMS CONCERNED WITH OPERATIONS AND PROCEDURES UTILIZING OFFICE MACHINES FOR BILLING, POSTING, CALCULATING, ADDING, LISTING, AND MECHANIZING DATA (OTHER THAN BUSINESS DATA PROCESSING EQUIPMENT.)

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATICNS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.

SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE. 2003041

TITLE: CALCULATOR MATHEMATICS FOR JUNIOR HIGH SCHOOL. 95 P. 06/68.
AUTHOR: RULL, MARVIN H. AND MARGARET AHRENHOLTZ.
CORPORATE AUTHOR: THE QUINCY PUBLIC SCHOOL SYSTEM AND SOUTHERN ILLINOIS UNIVERSITY.
RELEVANT TO: ELEMENTARY - SCHOOL MATHEMATICS (K-6) (11.01), BUSINESS MACHINE OPERATORS (14.0104).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN DISTRIBUTIVE EDUCATION OR OCCUPATIONAL TRAINING.
SUBJECT CONTENT: ADDITION, SUBTRATION, MULTIPLICATION, DIVISION, DECIMALS, BUSINESS FORMS, WORD PROBLEMS, PER CENT.
COMMENT: ANSWER KEY INCLUDED. THIS DOCUMENT CAN BE USED INDEPENDENTLY BY STUDENTS WITH LOW VERBAL ABILITY. THERE IS LITTLE READING INVOLVED AND THE SELECTIONS ARE WRITTEN ON A FOURTH TO SIXTH GRADE READING LEVEL. THE MATERIAL TEACHES THE STUDENT HOW TO PERFORM SIMPLE ARITHMETIC PROBLEMS ON A CALCULATING MACHINE. MATERIAL MAY HAVE SOME RELEVANCE TO WORK WITH MORE CAPABLE MENTALLY RETARDED AS WELL AS OTHER SIGHTED SPECIAL NEEDS STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MR. M. H. RULL, PROS, COORD., QUINCY HIGH SCHOOL, 1444 MAINE STREET, QUINCY, IL 62301. SINGLE COPY ONLY. CONTACT SOURCE FOR PRICE INFORMATION. 2003761

TITLE: JOB CORPS TRAINING STANDARD FOR OFFICE MACHINE OPERATOR. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: BUSINESS MACHINE OPERATORS (14.0104), KEY PUNCH AND CODING EQUIPMENT OPERATORS (14.020201).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME AN OFFICE MACHINE OPERATOR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006561

PLANNED LEARNING ACTIVITIES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH BUSINESS DATA PROCESSING SYSTEMS AND OPERATIONS.

TITLE: AN INSTRUCTIONAL PROGRAM ON THE USE OF GRAPHIC PLOTTER IN CONJUNCTION WITH THE HEWLETT PACKARD 9810 PROGRAMMABLE CALCULATOR - ELECTRONICS. 12 P. 1970.
AUTHOR: FANTAUZZO, DOMINICK.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: DRAFTING (10.03), AUDITORY (19.020101), BUSINESS DATA PROCESSING SYSTEMS OCCUPATIONS (14.02), ELECTRONICS OCCUPATIONS (17.15).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN DRAFTING COURSES.
SUBJECT CONTENT: GRAPHICS REPRODUCTION, USE OF CALCULATOR.
COMMENT: GRAPHICALLY ORIENTED SELF INSTRUCTIONAL UNIT WHICH WAS USED SUCCESSFULLY WITH THE DEAF AT NTID.
MEDIA: P-I-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001832

KEY PUNCH AND CODING EQUIPMENT OPERATORS: 14.020201

PROGRAMS CONCERNED WITH OPERATING ALPHABETIC/NUMERIC KEY-PUNCH MACHINES FOR TRANSCRIBING DATA FROM SOURCE MATERIALS AND MACHINES THAT PRINT IDENTIFICATION CODES ON WIRE TAPE, PLASTIC TUBING, AND OTHER MATERIALS INCLUDING INSTALLING SPECIFIED TYPE, CODE LETTERS, AND SYMBOLS IN MANDRELS.

TITLE: JOB CORPS TRAINING STANDARD FOR KEY PUNCH OPERATOR. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: KEY PUNCH AND CODING EQUIPMENT OPERATORS (14.020201).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A KEY PUNCH OPERATOR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006271

TITLE: JOB CORPS TRAINING STANDARD FOR OFFICE MACHINE OPERATOR. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: BUSINESS MACHINE OPERATORS (14.0104), KEY PUNCH AND CODING EQUIPMENT OPERATORS (14.020201).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME AN OFFICE MACHINE OPERATOR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006561

TITLE: KEY PUNCH TRAINING. 147 P. 07/66.
AUTHOR: PIESLAK, RAYMOND F.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: KEY PUNCH AND CODING EQUIPMENT OPERATORS (14.020201), AUDITORY (19.020101).

ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN COMPUTER PROGRAMER TRAINING.
SUBJECT CONTENT: INTRODUCTION, IBM CARD PUNCH SYSTEM, IBM CARDS, MACHINE PARTS, THE KEYBOARD, REMOVING AND MOUNTING A CARD, MACHINE OPERATION, PUNCHING NUMERIC DRILLS, PROGRAMING, SALES ANALYSIS, IBM 56 CARD VERIFIER, PAYROLL SUMMARY, EXERCISES.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS. UNIT WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010301

PLANNED LEARNING EXPERIENCES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH THE RECORDING AND RETRIEVAL OF DATA, INCLUDING CLASSIFYING, SORTING AND FILING CORRESPONDENCE, RECORDS, AND OTHER DATA.

TITLE: OFFICE MACHINES. 244 P. 01/67.
AUTHOR: HILL, MARCELLA P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL OFFICE CLERICAL OCCUPATIONS (14.03), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OFFICE MACHINES TRAINING.
SUBJECT CONTENT: TYPEWRITERS, MIMEOGRAPHS, FLUID DUPLICATORS, FLEXOWRITER, PHOTOCOPYING MACHINES, ADDING MACHINES, CALCULATING MACHINES, BOOKKEEPING MACHINES, VARITYPER, JOB TITLES.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT THE POOR READER MAY STILL NEED TEACHER ASSISTANCE. GOOD VISUALS. EXCELLENT SECTION ON JOB DESCRIPTIONS AND VOCABULARY SECTION COULD BE THE BASIS FOR A RELATED EDUCATION UNIT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010271

DUPLICATING MACHINE OPERATORS: 14.0301

PROGRAMS CONCERNED WITH REPRODUCING HANDWRITTEN OR TYPEWRITTEN MATTER BY USE OF DUPLICATING MACHINES AND DEVICES.

TITLE: PREPARING AND RUNNING OFF A DITTO MASTER. 2 P. 1970.
AUTHOR: LACROIX, HELEN E.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: DUPLICATING MACHINE OPERATORS (14.0301).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: PREPARING, RUNNING OFF, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002921

TITLE: JOB CORPS TRAINING STANDARD FOR DUPLICATING MACHINE OPERATOR/OFFICE CLERK. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: DUPLICATING MACHINE OPERATORS (14.0301), GENERAL OFFICE CLERKS (14.0303).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A DUPLICATING MACHINE OPERATOR/OFFICE CLERK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006471

PROGRAMS CONCERNED WITH PERFORMING A VARIETY OF CLERICAL DUTIES UTILIZING KNOWLEDGE OF SYSTEMS AND REPORTS, INCLUDING COPYING DATA, AND COMPILING RECORDS AND REPORTS, TABULATING AND POSTING DATA IN RECORD BOOKS, PROVIDING INFORMATION AND CONDUCTING INTERVIEWS, OPERATING OFFICE MACHINES, AND HANDLING MAIL AND CORRESPONDENCE.

TITLE: JOB CORPS TRAINING STANDARD FOR DUPLICATING MACHINE OPERATOR/OFFICE CLERK. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: DUPLICATING MACHINE OPERATORS (14.0301), GENERAL OFFICE CLERKS (14.0303).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A DUPLICATING MACHINE OPERATOR/OFFICE CLERK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006471

PLANNED LEARNING ACTIVITIES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH (1) RECEIVING, STORING, ISSUING, SHIPPING, REQUISITIONING, AND ACCOUNTING FOR STORES OF MATERIAL OR MATERIAL IN USE, (2) ASSIGNING LOCATIONS AND SPACE TO ITEMS, INCLUDING VERIFICATION OF QUALITY, IDENTIFICATION, CONDITION, AND VALUE, (3) PREPARING OR COMMITTING STOCKS FOR SHIPMENT, (4) INVENTORYING STOCK, (5) REPLENISHING DEPLETED ITEMS, AND (6) FILLING ORDERS AND ISSUING TOOLS, EQUIPMENT, OR MATERIALS TO WORKERS.

TITLE: TOSCO SIMULATED OFFICE EDUCATION PROJECT. 311 P. 1971.
CORPORATE AUTHOR: MARYLAND STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: BOOKKEEPERS (14.0102), CASHIERS (14.0103), BUSINESS MACHINE OPERATORS (14.0104), MATERIALS SUPPORT OCCUPATIONS (14.05), GENERAL MERCHANDISE (04.08), TRANSPORTATION (04.19).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN RETAIL SALES TRAINING.
SUBJECT CONTENT: GLOSSARY, SALES AND DISTRIBUTION, WAREHOUSING, RECEIVING, ACCOUNTING, PAYROLL.
COMMENT: THIS MATERIAL WAS DEVELOPED BY 20 TEACHERS IN MARYLAND USING THE FORMS, PROCEDURES, WAREHOUSE AND STORE FACILITIES OF THE SEARS ROEBUCK CO. IT IS AN EXTREMELY COMPREHENSIVE SET OF FORMS AND LEARNING ACTIVITIES WHICH SIMULATE EXPERIENCES WITH STUDENTS WILL HAVE IN WORKING SITUATIONS INVOLVING RETAIL AND CATALOG SELLING. THE TEACHERS SPENT A SUMMER WORKING IN THE TRAINING STATIONS WHERE STUDENTS WERE PLACED AND IN ALL OTHER DEPARTMENTS WITHIN THE STORE. THE MANUAL REFLECTS THEIR FIRST HAND EXPERIENCE WITH ON THE JOB PROBLEMS. IT IS ONE OF THE BETTER MATERIALS RECEIVED ON THE PROJECT. AN EXCELLENT EMPLOYEE HANDBOOK IS INCLUDED IN THE MATERIALS. SEE ACCOMPANYING BOOK TOSCO APPLIANCES. FIELD EVALUATION OF PROJECT UNDER WAY.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. MILLER, SPECIAL SPEECH PROG., DIV OF VOCATIONAL EDUCATION, 600 WYNDHURST AVE., BALTIMORE, MD 21210. VERY LIMITED AVAILABILITY ON THIS DOCUMENT. STATE SUPERVISORS WILL BE FURNISHED COPIES ON REQUEST. THEY MAY DUPLICATE THESE IN UNLIMITED QUANTITIES. TEACHERS SHOULD REQUEST STATE SUPERVISOR TO FACILITATE GETTING THIS MATERIAL. FREE. 2003041

STOCK AND INVENTORY CLERKS: 14.0504

PROGRAMS CONCERNED WITH RECEIVING, STORING, SHIPPING, AND ISSUING SUPPLIES, MATERIALS, AND EQUIPMENT IN A STOCKROOM OR WAREHOUSE ENVIRONMENT, INCLUDING TAKING INVENTORIES, KEEPING RECORDS, AND REQUISITIONING STOCK.

TITLE: JOB CORPS TRAINING STANDARD FOR STOCK CLERK. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: STOCK AND INVENTORY CLERKS (14.0504).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A STOCK CLERK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006331

PLANNED LEARNING ACTIVITIES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH MAKING, CLASSIFYING, AND FILING RECORDS, INCLUDING WRITTEN COMMUNICATIONS.

TITLE: LUMISONIC TOUCH TYPING SYSTEM. 17 P. 1971.
AUTHOR: FRANKLIN, PATRICIA A., AND OTHERS.
CORPORATE AUTHOR: PARMA CITY SCHOOLS.
RELEVANT TO: TYPING AND RELATED OCCUPATIONS (14.09), STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE JUNIOR HIGH OR SECONDARY LEVELS IN BUSINESS EDUCATION.
SUBJECT CONTENT: PILOT CLASSES, STUDENT PROGRESS CHART, EQUIPMENT, LUMISONIC ORIENTATION.
COMMENT: THIS MATERIAL OUTLINES A PILOT PROGRAM IN TEACHING BASIC TOUCH TYPING THROUGH A MULTI-SENSORY APPROACH. BOOKLETS AND TAPES ARE USED ALLOWING THE TEACHER TO WORK INDIVIDUALLY WITH STUDENTS. TIME NEEDED FOR COURSE IS 30 HOURS-ONE HOUR EACH DAY. A SECTION ON STUDENT COMMENTS IS INCLUDED.
MEDIA: PAMPHLET.
SOURCE: ROBERT FRICKER, DIRECTOR OF VOCATIONAL EDUCATION, PARMA CITY SCHOOLS, 6726 RIDGE ROAD, PARMA, OH 44129. AVAILABLE IN QUANTITY. CONTACT SOURCE FOR PRICE INFORMATION. 2004101

TITLE: TRAINING SUMMARY PACKET. 3 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: TYPING AND RELATED OCCUPATIONS (14.09), STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN VOCATIONAL EDUCATION PROGRAMS.
SUBJECT CONTENT: TYPING, BUSINESS ENGLISH, COMMUNICATIONS, BUSINESS MATH, RECORD KEEPING, ACCOUNTING, SHORTHAND, COMPUTER ORGANIZATION.
COMMENT: A TRAINING SUMMARY CHECKLIST TO RECORD THE TRAINING PROGRESS OF STUDENTS IN CLERICAL CLUSTER OCCUPATIONS. COULD BE USED BY THE STUDENT AS WELL AS TEACHERS TO RECORD PROGRESS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004121

TITLE: ABOUT TYPEWRITING. 152 P. 07/68.
AUTHOR: PIESLAK, RAYMOND F.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07), TYPING AND RELATED OCCUPATIONS (14.09), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BUSINESS EDUCATION COURSES.
SUBJECT CONTENT: THINGS TO KNOW, MEASUREMENTS, TYPEWRITER PARTS, SIGNS AND SYMBOLS, CENTERING, ENVELOPES, POSTAL CARDS AND MEMORANDUMS, WORD DIVISION, PERSONAL BUSINESS LETTERS, TABULATIONS, ROUGH - DRAFT SYMBOLS, NUMBER GUIDES, OUTLINES, MANUSCRIPTS, BUSINESS LETTERS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WOULD MAKE GOOD TRANSPARENCY MASTERS. A SECTION OF VOCALULARY COULD BE THE BASIS OF A GOOD RELATED EDUCATION UNIT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010281

LEARNING ACTIVITIES AND EXPERIENCES CONCERNED WITH VARIOUS RESPONSIBILITIES SUCH AS (1) STUDYING POLICIES, ORGANIZATIONAL STRUCTURES, AND ADMINISTRATIVE PRACTICES OF ORGANIZATIONS SUCH AS GOVERNMENTAL UNITS, INDUSTRIAL FIRMS, AND NONPROFIT GROUPS: (2) REVIEWING PERIODIC BUDGETS SUBMITTED BY OPERATIONS PERSONNEL: (3) PREPARING REPORTS SUMMARIZING FINDINGS AND RECOMMENDING TO LINE MANAGEMENT CHANGES IN POLICY, ORGANIZATION, AND ADMINISTRATION: (4) CONSOLIDATING BUDGET ESTIMATES AND PREPARING FINANCIAL REPORTS FOR COMMENT: AND (5) SUPERVISING AND COORDINATING ACTIVITIES, DETERMINING WORK PROCEDURES, AND ASSIGNING DUTIES.

PLANNED LEARNING ACTIVITIES WHICH INCLUDE A COMBINATION OF COURSES AND PRACTICAL EXPERIENCES CONCERNED WITH RECORDING DATA BY MEANS OF TYPEWRITERS AND SIMILAR DEVICES.

TITLE: LABORATORY PROJECT IN TYPING. 6 P. 1970.
AUTHOR: LACROIX, HELEN E.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: TYPING AND RELATED OCCUPATIONS (14.09).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002841

TITLE: LUMISONIC TOUCH TYPING SYSTEM. 17 P. 1971.
AUTHOR: FRANKLIN, PATRICIA A., AND OTHERS.
CORPORATE AUTHOR: PARMA CITY SCHOOLS.
RELEVANT TO: TYPING AND RELATED OCCUPATIONS (14.09), STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE JUNIOR HIGH OR SECONDARY LEVELS IN BUSINESS EDUCATION.
SUBJECT CONTENT: PILOT CLASSES, STUDENT PROGRESS CHART, EQUIPMENT, LUMISONIC ORIENTATION.
COMMENT: THIS MATERIAL OUTLINES A PILOT PROGRAM IN TEACHING BASIC TOUCH TYPING THROUGH A MULTI-SENSORY APPROACH. BOOKLETS AND TAPES ARE USED ALLOWING THE TEACHER TO WORK INDIVIDUALLY WITH STUDENTS. TIME NEEDED FOR COURSE IS 30 HOURS-ONE HOUR EACH DAY. A SECTION ON STUDENT COMMENTS IS INCLUDED.
MEDIA: PAMPHLET.
SOURCE: ROBERT FRICKER, DIRECTOR OF VOCATIONAL EDUCATION, PARMA CITY SCHOOLS, 6726 RIDGE ROAD, PARMA, OH 44129. AVAILABLE IN QUANTITY. CONTACT SOURCE FOR PRICE INFORMATION.
2004101

TITLE: TRAINING SUMMARY PACKET. 3 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: TYPING AND RELATED OCCUPATIONS (14.09), STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN VOCATIONAL EDUCATION PROGRAMS.
SUBJECT CONTENT: TYPING, BUSINESS ENGLISH, COMMUNICATIONS, BUSINESS MATH, RECORD KEEPING, ACCOUNTING, SHORTHAND, COMPUTER ORGANIZATION.
COMMENT: A TRAINING SUMMARY CHECKLIST TO RECORD THE TRAINING PROGRESS OF STUDENTS IN CLERICAL CLUSTER OCCUPATIONS. COULD BE USED BY THE STUDENT AS WELL AS TEACHERS TO RECORD PROGRESS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION.
2004121

TITLE: ABOUT TYPEWRITING. 152 P. 07/68.
AUTHOR: PIESLAK, RAYMOND F.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07), TYPING AND RELATED OCCUPATIONS (14.09), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BUSINESS EDUCATION COURSES.
SUBJECT CONTENT: THINGS TO KNOW, MEASUREMENTS, TYPEWRITER PARTS, SIGNS AND SYMBOLS, CENTERING, ENVELOPES, POSTAL CARDS AND MEMORANDUMS, WORD DIVISION, PERSONAL BUSINESS LETTERS, TABULATIONS, ROUGH - DRAFT SYMBOLS, NUMBER GUIDES, OUTLINES, MANUSCRIPTS, BUSINESS LETTERS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WOULD MAKE GOOD TRANSPARENCY MASTERS. A SECTION OF VOCALULARY COULD BE THE BASIS OF A GOOD RELATED EDUCATION UNIT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010281

SEE FEEDBACK

THE SOCIAL SCIENCES/SOCIAL STUDIES ARE COMPRISED OF INTERRELATED SUBJECT MATTER ORGANIZED TO IMPART KNOWLEDGE, DEVELOP SKILLS, AND IDENTIFY GOALS CONCERNING ELEMENTS AND INSTITUTIONS OF HUMAN SOCIETY IN THE DISCIPLINES OF HISTORY, ECONOMICS, POLITICAL SCIENCE, SOCIOLOGY, ANTHROPOLOGY, PSYCHOLOGY, GEOGRAPHY, AND PHILOSOPHY. THE SOCIAL STUDIES ARE COMPRISED OF THOSE ASPECTS OF THE ABOVE WHICH IN PRACTICE ARE SELECTED FOR INSTRUCTIONAL PURPOSES IN SCHOOLS AND COLLEGES. SOCIAL STUDIES ARE USUALLY SOCIALLY ORIENTED WITH REGARD TO AIMS AND SUBJECT MATTER CONCERNING THE ELEMENTS AND INSTITUTIONS OF HUMAN SOCIETY. EMPLOYING SYSTEMATIC, ANALYTICAL, AND THEORETICAL METHODS, THE SOCIAL SCIENCES INCLUDE MODES OF INQUIRY SUCH AS HISTORICAL OR GENETIC APPROACHES, SURVEY RESEARCH, EXPERIMENTATION, CONTENT ANALYSIS, AND LOGICAL ANALYSIS. ILLUSTRATIVE METHODS AS TECHNIQUES INCLUDE: FIELD STUDIES, CASE STUDIES, STATISTICAL ANALYSIS, MAP AND PHOTO INTERPRETATIONS, SIMULATION, PARTICIPANT OBSERVATION, POLLING, QUESTIONNAIRES, AND OTHERS.

THE STUDY OF THOSE PORTIONS OF THE SOCIAL SCIENCES/SOCIAL STUDIES, AND COCURRICULAR ACTIVITIES, WHICH CONTRIBUTE TO THE DEVELOPMENT OF UNDERSTANDING AND ATTITUDES CONDUCIVE TO EFFECTIVE PARTICIPATION IN CIVIC AFFAIRS.

TITLE: CITIZENSHIP HUMAN RELATION SKILLS. 116 P. NO DATE.
AUTHOR: SATTERFIELD, JANE, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), CITIZENSHIP EDUCATION (15.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN CITIZENSHIP AND PERSONAL DEVELOPMENT COURSES.
SUBJECT CONTENT: SELF CONCEPT, FACING PROBLEMS, MONEY AND CREDIT, RESPONSIBILITY, GOVERNMENTS, CONTEMPORARY AFFAIRS.
COMMENT: EACH UNIT IN THIS MATERIAL CONTAINS A DESCRIPTION OF CONTENT WHICH SHOULD BE EMPHASIZED, OBJECTIVES, SOURCES AND MATERIALS AND SUGGESTIONS ON PROCEDURES AND ACTIVITIES TO UTILIZE WITH STUDENTS. THERE ARE SECTIONS ON BEHAVIORAL OBJECTIVES, A BIBLIOGRAPHY AND A FREE FILM LIST. UNITS ARE DEVELOPED TO: IMPROVE SELF CONCEPT, LEARN TO FACE PROBLEMS, EMPHASIZE HOW TO SPEND MONEY, LEARN RESPONSIBILITIES AND LEARN ABOUT GOVERNMENT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008231

SEE FEEDBACK

THE STUDY OF RELATED PROBLEMS AND PROMISES OF THE NEW TECHNOLOGIES CONCERNED WITH NATURAL RESOURCES AND THEIR UTILIZATION. EMPHASIS IN INSTRUCTION IS ON DEVELOPING UNDERSTANDING AND APPRECIATION OF ONE'S NATURAL HERITAGE AND RESPONSIBILITIES.

TITLE: GUIDE TO FILMS (16MM) ABOUT ECOLOGY, ADAPTATION AND POLLUTION. 55 P. 1971.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: CONSERVATION-ENVIRONMENTAL EDUCATION (15.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FILMS ABOUT ECOLOGY, ADAPTATION AND POLLUTION WHICH ARE AVAILABLE FOR SALE, RENT OR LOAN. FILMS RANGE IN APPLICATION TO THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: GUIDE, 16MM FILMS, ECOLOGY, ADAPTATION, POLLUTION, DESCRIPTIONS, INDEX, SALE, RENT, FREE.
COMMENT: THIS DIRECTORY LISTS FILMS WHICH MAY BE OF USE TO PROGRAMS TRAINING FOR NEW CAREERS RELATED TO ECOLOGY AND POLLUTION.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. CONTACT SOURCE FOR PRICE INFORMATION. 2009491

THE STUDY CONCERNED WITH THE DEVELOPMENT OF KNOWLEDGE, UNCERSTANDING, APPRECIATIONS, AND SKILLS INVOLVED IN THE ECONOMIC WELFARE OF THE CONSUMER AND CONSUMER GROUPS IN EVERYDAY LIFE, E.G., COMPETENCY IN MANAGING MONEY, PURCHASING AND USING GOODS AND SERVICES, BANKING, INVESTMENTS, CREDIT, CONSUMER LEGISLATION, EVALUATION OF CONSUMER RESEARCH AND PRODUCT-TESTING, AND THE ROLE OF THE CONSUMER IN THE ECONOMY.

TITLE: BASIC SCIENCE ENVIRONMENTAL SKILLS. 100 P. NO DATE.
AUTHOR: LINDER, ALICE, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: CONSUMER EDUCATION (15.05), EARTH-SPACE SCIENCES (13.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN SCIENCE RELATED PROGRAMS.
SUBJECT CONTENT: SAFETY, DIVERSITY AND UNITY, CONTINUITY, INTERDEPENDENCE, BEHAVIOR, MATTER, HEAT, WAVES, MOTION, ELECTRICITY AND MAGNETISM, MACHINES.
COMMENT: THIS MATERIAL IS DRAWN FROM THE BIOLOGICAL SCIENCES CURRICULUM STUDY WHICH WAS DEVELOPED IN COLORADO FOR USE WITH EDUCABLE MENTALLY RETARDED. IT ATTEMPTS TO MAKE SCIENCE INTERESTING AND ENJOYABLE. PERFORMANCE OBJECTIVES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS.
2008221

SEE FEEDBACK

THE STUDY OF MAN'S USE OF LIMITED RESOURCES TO SATISFY HIS WANTS--RESOURCES TRANSFORMED BY PRODUCTION INTO GOODS AND SERVICES WHICH, UPON DISTRIBUTION, ARE TRANSFORMED BY CONSUMPTION TO YIELD THE SATISFACTION OF WANTS. THE STUDY OF ECONOMICS INCLUDES THE ANALYSIS OF THE IMPLICATIONS OF ALTERNATIVE CHOICES IN THE ALLOCATION OF RESOURCES.

TITLE: ECONOMICS. 24 P. 09/69.
AUTHOR: LEXOX, JAMES P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: ECONOMICS (15.06), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN ECONOMICS CLASSES.
SUBJECT CONTENT: SELF-SUFFICIENT, TRADE AND MONEY, DEPENDENT PEOPLE, GOODS AND SERVICES.
COMMENT: THIS IS A VERY ELEMENTARY UNIT IN ECONOMICS WHICH COULD SERVE AS AN INTRODUCTION TO THE SUBJECT. SOME ILLUSTRATICNS INCLUDED. EACH UNIT HAS QUESTIONS FOR STUDENTS TO ANSWER.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010501

THE STUDY OF MAN'S PAST CONSIDERED IN TERMS OF WHAT HAS BEEN INTERPRETED ABOUT CHANGE OR PROCESS. THE CONVENTIONAL CATEGORIES OF INQUIRY ARE: POLITICAL HISTORY, ECONOMIC HISTORY, SOCIAL HISTORY, INTELLECTUAL HISTORY. CONSIDERATION IS ALSO GIVEN TO HOW HISTORIANS PROCEED BY GATHERING, CRITICIZING, SYNTHESIZING, AND INTERPRETING EVIDENCE CONCERNING ACCESSIBLE AND RELEVANT PERIODS OF THE PAST.

TECHNICAL EDUCATION IS CONCERNED WITH THAT BODY OF KNOWLEDGE ORGANIZED IN A PLANNED SEQUENCE OF CLASSROOM AND LABORATORY EXPERIENCES, USUALLY AT THE POSTSECONDARY LEVEL, TO PREPARE PUPILS FOR A CLUSTER OF JOB OPPORTUNITIES IN A SPECIALIZED FIELD OF TECHNOLOGY. THE PROGRAM OF INSTRUCTION NORMALLY INCLUDES THE STUDY OF THE UNDERLYING SCIENCES AND SUPPORTING MATHEMATICS INHERENT IN A TECHNOLOGY, AS WELL AS METHODS, SKILLS, MATERIALS, AND PROCESSES COMMONLY USED AND SERVICES PERFORMED IN THE TECHNOLOGY. A PLANNED SEQUENCE OF STUDY AND EXTENSIVE KNOWLEDGE IN A FIELD OF SPECIALIZATION IS REQUIRED IN TECHNICAL EDUCATION, INCLUDING COMPETENCY IN THE BASIC COMMUNICATION SKILLS AND RELATED GENERAL EDUCATION. TECHNICAL EDUCATION PREPARES FOR THE OCCUPATIONAL AREA BETWEEN THE SKILLED CRAFTSMAN AND THE PROFESSIONAL PERSON SUCH AS THE DOCTOR, THE ENGINEER, AND THE SCIENTIST.

TITLE: LIST OF PROJECT ACTIVITIES. 3 P. 05/72.
AUTHOR: BARNES, DENNIS.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: TECHNICAL EDUCATION (16.).
ORIENTATION: CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED TO DEVELOP OCCUPATIONAL TRAINING INSTRUCTION FOR THE DEAF STUDENT AT THE SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: ENGLISH GRAMMAR, COMPUTER TERMINAL ORIENTATION, BASIC MATHEMATICS, CIRCUIT ANALYSES, CIVIL ENGINEERING, RULER, BIOCHEMISTRY, PHYSICS, IONS, MANUAL COMMUNICATION, TECHNICAL ENGLISH, CHEMICAL NAMES, ACCOUNTING, PREFIX, METERS, FACTORING, UNIT CONVERSION, MATHEMATICS DIAGNOSTIC SYSTEM.
COMMENT: LISTING OF COMPUTER ASSISTED INSTRUCTION UNITS AVAILABLE IN THE NTID CAI CENTER. DEVELOPED TO ASSIST DEAF STUDENTS WITH PARTICULARLY DIFFICULT SEGMENTS OF THEIR ACADEMIC AND TECHNICAL TRAINING. UTILIZES THE IBM 1500 INSTRUCTIONAL SYSTEM USING AN 1130 COMPUTER WITH SPECIAL ATTACHMENTS. TERMINAL HAS CATHODE RAY TUBE PLUS LIGHT PEN, A RANDOM ACCESS REAR IMAGE PROJECTION SYSTEM, RANDOM ACCESS AUDIO SYSTEM AND A COMPUTER CONTROLLED TYPEWRITER. THE VISUAL EMPHASIS IS PARTICULARLY SUITED TO EMPHASIZING DOMINANT LEARNING CHANNELS IN THE DEAF. ALL UNITS HAVE A PROGRAMED INSTRUCTION FORMAT.
MEDIA: REFERENCE-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001802

TRADE AND INDUSTRIAL OCCUPATIONS IS THE BRANCH OF VOCATIONAL EDUCATION WHICH IS CONCERNED WITH PREPARING PERSONS FOR INITIAL EMPLOYMENT, OR FOR UPGRADING OR RETRAINING WORKERS IN A WIDE RANGE OF TRADE AND INDUSTRIAL OCCUPATIONS. SUCH OCCUPATIONS ARE SKILLED OR SEMI-SKILLED AND ARE CONCERNED WITH LAYOUT DESIGNING, PRODUCING, PROCESSING, ASSEMBLING, TESTING, MAINTAINING, SERVICING, OR REPAIRING ANY PRODUCT OR COMMODITY. INSTRUCTION IS PROVIDED (1) IN BASIC MANIPULATIVE SKILLS, SAFETY JUDGMENT, AND RELATED OCCUPATIONAL INFORMATION IN MATHEMATICS, DRAFTING, AND SCIENCE REQUIRED TO PERFORM SUCCESSFULLY IN THE OCCUPATION, AND (2) THROUGH A COMBINATION OF SHOP OR LABORATORY EXPERIENCES SIMULATING THOSE FOUND IN INDUSTRY AND CLASSROOM LEARNING. INCLUDED IS INSTRUCTION FOR APPRENTICES IN APPRENTICEABLE OCCUPATIONS OR FOR JOURNEYMEN ALREADY ENGAGED IN A TRADE OR INDUSTRIAL OCCUPATION. ALSO INCLUDED IS TRAINING FOR SERVICE AND CERTAIN SEMIPROFESSIONAL OCCUPATIONS CONSIDERED TO BE TRADE AND INDUSTRIAL IN NATURE.

TITLE: GUIDE TO FREE-LOAN TRAINING FILMS (16MM). 205 P. 1970.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: TRADE AND INDUSTRIAL OCCUPATIONS (17.).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY TRAINING FILMS AVAILABLE ON A LOAN BASIS WHICH HAVE APPLICATION TO A WIDE RANGE OF SUBJECTS IN THE AREAS OF VOCATIONAL EDUCATION, INDUSTRIAL ARTS, SAFETY, OFFICE MANAGEMENT AND OTHER FIELDS. THESE FILMS RANGE IN APPLICATION TO THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: GUIDE, TRAINING, FILMS, DESCRIPTIONS, INDEX, FREE, LOAN.
COMMENT: EXCELLENT COVERAGE OF MATERIALS FOR TRADE AND INDUSTRY, RELATED INFORMATION IN ALL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION AND FIRST AID. CAREER RELATED MATERIALS IN ALL AREAS.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. CONTACT SOURCE FOR PRICE INFORMATION.
2009501

SEE FEEDBACK

CLASSROOM AND SHOP EXPERIENCES WHICH ENABLE THE STUDENT TO BECOME PROFICIENT IN THE INSTALLATION, REPAIR AND MAINTENANCE OF COMMERCIAL AND DOMESTIC AIR CONDITIONING SYSTEMS. INCLUDED IS INSTRUCTION IN THE THEORY AND APPLICATION OF BASIC PRINCIPLES INVOLVED IN CONDITIONING OF AIR-COOLING, HEATING, FILTERING, AND CONTROLLING HUMIDITY, THE OPERATING CHARACTERISTICS OF VARIOUS UNITS AND PARTS, BLUEPRINT READING, THE USE OF TECHNICAL REFERENCE MANUALS, THE DIAGNOSIS OF MALFUNCTIONS, THE OVERHAUL, REPAIR, AND ADJUSTMENT OF UNITS AND PARTS SUCH AS PUMPS, COMPRESSORS, VALVES, SPRINGS, AND CONNECTIONS, AND THE REPAIR OF ELECTRIC AND PNEUMATIC CONTROL SYSTEMS.

COOLING: 17.0101

LEARNING EXPERIENCES SPECIFICALLY CONCERNED WITH THE INSTALLATION, OPERATION, TESTING, AND TROUBLESHOOTING OF VARIOUS TYPES OF AIR COOLING EQUIPMENT AND OF THE CONTROLS NEEDED FOR OPERATION.

TITLE: JOB CORPS TRAINING STANDARD FOR AIR CONDITIONING INSTALLER. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COOLING (17.0101).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AIR CONDITIONING INSTALLER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006151

TITLE: JOB CORPS TRAINING STANDARD FOR AIR CONDITIONING AND REFRIGERATION MECHANIC. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COOLING (17.0101), REFRIGERATION (17.30).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AIR CONDITIONING AND REFRIGERATION MECHANIC. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006521

TITLE: AIR CONDITIONING. 68 P. 06/71.
AUTHOR: MORGAN, BOBBY.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: COOLING (17.0101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL EXPLORATION OF AIR CONDITIONING CAREERS.
SUBJECT CONTENT: RATIONALE, ACTIVITIES, MATERIALS.
COMMENT: THIS MATERIAL CONTAINS INFORMATION ON JOB OPPORTUNITIES, INDUSTRY MANPOWER NEEDS AND TRAINING AVAILABLE. THERE ARE 27 LEARNING ACTIVITIES WHICH COVER DIFFERENT TASKS WHICH NEED TO BE LEARNED BY AN AIR CONDITIONING REPAIRMAN. LEARNING ACTIVITIES ARE WRITTEN TO INCLUDE PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, MATERIALS AND SUGGESTED PROCEDURES. THERE ARE VISUALS INCLUDED WHICH COULD BE USED AS TRANSPARENCY MASTERS. THIS IS A VERY HIGH QUALITY MATERIAL WHICH COULD BE USED WITH SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL STUDENTS. A REFERENCE SECTION IS INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED

AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008251

HEATING: 17.0102

LEARNING EXPERIENCES SPECIFICALLY CONCERNED WITH THE INSTALLATION, OPERATION, TESTING, AND TROUBLESHOOTING OF VARIOUS TYPES OF HEATING EQUIPMENT, INCLUDING THE CONTROLS NEEDED FOR OPERATION.

TITLE: JOB CORPS TRAINING STANDARD FOR FURNACE REPAIRMAN. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: HEATING (17.0102).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FURNACE REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006501

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE THEORY OF ELECTRICAL CIRCUITRY, SIMPLE GEARINGS, LINKAGES, AND LUBRICATION IN THE OPERATION, MAINTENANCE, AND REPAIR OF COMPONENTS INCLUDING RELAYS, TIME SWITCHES, PUMPS, AND AGITATORS USED IN APPLIANCES SUCH AS WASHERS, DRYERS, VACUUM CLEANERS, TOASTERS, WATER HEATERS, AND STOVES. RELATED TRAINING IS PROVIDED IN THE USES OF FAMILIAR TOOLS, TEST EQUIPMENT, AND SERVICE MANUALS, AND IN MAKING CASH ESTIMATES FOR REPAIRS.

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: APPLIANCE REPAIR (17.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

ELECTRICAL APPLIANCES: 17.0201

LEARNING EXPERIENCES SPECIFICALLY CONCERNED WITH THE REPAIR, INSTALLATION, AND SERVICING OF ELECTRICAL APPLIANCES.

TITLE: JOB CORPS TRAINING STANDARD FOR ELECTRICAL APPLIANCE REPAIRMAN. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: ELECTRICAL APPLIANCES (17.0201).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME AN ELECTRICAL APPLIANCE REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006531

GAS APPLIANCES: 17.0202

LEARNING EXPERIENCES SPECIFICALLY CONCERNED WITH THE REPAIR, INSTALLATION, AND SERVICING OF GAS APPLIANCES.

TITLE: JOB CORPS TRAINING STANDARD FOR GAS APPLIANCE REPAIR. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: GAS APPLIANCES (17.0202).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.

SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A GAS APPLIANCE REPAIR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006461

CLASSROOM AND SHOP EXPERIENCES WHICH INCLUDE TRAINING IN ALL PHASES OF AUTOMOTIVE MAINTENANCE REPAIR WORK ON ALL TYPES OF AUTOMOTIVE VEHICLES. INCLUDED IS TRAINING IN THE USE OF TECHNICAL MANUALS AND VARIETY OF HAND AND POWER TOOLS. INSTRUCTION AND PRACTICE IS PROVIDED IN DIAGNOSIS OF MALFUNCTIONS, DISASSEMBLY OF UNITS, PARTS INSPECTION, AND REPAIR OR REPLACEMENT OF PARTS INVOLVING ENGINE OVERHAUL AND REPAIR, IGNITION SYSTEMS, CARBURETION, BRAKES, TRANSMISSION, FRONT END ALIGNMENT, BODY AND FENDER REPAIR, AND THE INSTALLATION OF A VARIETY OF ACESSORIES SUCH AS RADIOS, HEATERS, MIRRORS, AND WINDSHIELD WIPERS.

TITLE: V.I.P. COMMUNICATIONS CURRICULUM FOR AUTO MECHANICS. 350 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATION EDUCATION.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03), LANGUAGE SKILLS (05.01), COMPOSITION (05.04).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED IN SECONDARY AND POSTSECONDARY RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: AUTO MECHANICS ORIENTATION, SPEECH, COMMUNICATION, GRAMMAR, PUNCTUATION.
COMMENT: THIS IS A MATERIAL THAT CAN BE USED INDEPENDENTLY BY SIGHTED STUDENTS. IT CONTAINS MANY EXERCISES IN DIFFERENT AREAS OF STUDY AND THE PROBLEMS WHICH STUDENTS WORK ARE RELATED TO THE AREA OF AUTO MECHANICS. WOULD BE A GOOD MATERIAL FOR RELATED EDUCATION CLASSES.
MEDIA: WORKBOOK.
SOURCE: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000921

TITLE: PREPARING ENGINE TO START. 5 P. 08/70.
AUTHOR: SALEBRA, LOUIS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002401

TITLE: REMOVING AND REPLACING CYLINDER HEAD GASKET. 4 P. 08/70.
AUTHOR: SALEBRA, LOUIS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002411

TITLE: REMOVING AND REPLACING PISTON RINGS. 3 P. 08/70.
AUTHOR: SALEBRA, LOUIS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS

IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002421

TITLE: 20,000 VOLTS UNDER THE HOOD. CASSETTE/SLIDES.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN BASIC AUTOMOTIVE MECHANICS INSTRUCTION.
SUBJECT CONTENT: IGNITION SYSTEM.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004651

TITLE: JOB CORPS TRAINING STANDARD FOR AUTOMOTIVE SERVICE REPAIRMAN. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: AUTOMOTIVE SERVICES (17.03).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AUTOMOTIVE SERVICE REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006161

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

BODY AND FENDER: 17.0301

SPECIALIZED LEARNING EXPERIENCES CONCERNED WITH ALL PHASES OF THE REPAIR OF DAMAGED BODIES AND FENDERS, INCLUDING METAL STRAIGHTENING BY HAMMERING: SMOOTHING AREAS BY FILING, GRINDING, OR SANDING: CONCEALMENT OF IMPERFECTIONS: PAINTING: AND REPLACEMENT OF BODY COMPONENTS, INCLUDING TRIM.

TITLE: JOB CORPS TRAINING STANDARD FOR AUTO BODY REPAIRMAN. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: BODY AND FENDER (17.0301).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AUTO BODY REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006171

TITLE: AUTO BODY REPAIR - 1. 172 P. 01/62.
AUTHOR: RADVANY, JOHN E.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: BODY AND FENDER (17.0301), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN AUTO BODY REPAIR COURSES.
SUBJECT CONTENT: SHOP ORIENTATION, CARE OF SHOP AND TOOLS, MATERIALS AND PARTS OF THE AUTOMOBILE, REMOVAL AND ASSEMBLY, REFININSHING, CARE OF THE FINISH, METAL REPAIR AND ACETYLENE WELDING.
COMMENT: EACH UNIT CONTAINS LEARNING OBJECTIVES, INFORMATION WHICH A STUDENT NEEDS BEFORE INITIATING AN ASSIGNMENT AND AN ASSIGNED TASK OR TASKS FOR THE STUDENT. IN THIS SENSE, THE MATERIAL MIGHT BE TERMED A LEARNING ACTIVITY PACKET. POOR READERS WILL NEED SOME HELP WITH THE MATERIAL BUT IT IS ONE OF THE BETTER TREATMENTS OF THE SUBJECT IN AN EASY TO READ FORMAT. ILLUSTRATED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010441

MECHANICS: 17.0302

LEARNING EXPERIENCES CONCERNED WITH THE COMPONENTS OF THE VEHICLE, INCLUDING ENGINE, POWER TRANSMISSION, STEERING, BRAKES, AND ELECTRICAL SYSTEMS. INCLUDED IS TRAINING IN THE USE OF DIAGNOSTIC AND TESTING EQUIPMENT AND TOOLS USED IN THE REPAIR PROCESS.

TITLE: HANDBOOK FOR LEARN AND EARN TEACHERS. 84 P. NO DATE.
CORPORATE AUTHOR: FLORIDA DEPARTMENT OF EDUCATION.
RELEVANT TO: MECHANICS (17.0302), FOOD DISTRIBUTION (04.06), INSTITUTIONAL AND HOME MANAGEMENT (09.0205), NURSING ASSISTANCE (AID) (07.0303), CARE AND GUIDANCE OF CHILDREN (09.0201), CASHIERS (14.0103).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH MIGRANT OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK TRAINING PROGRAMS.
SUBJECT CONTENT: MOBILE UNITS, AUTO TUNE-UP, SUPERMARKET CHECKING, HOUSEKEEPING, PATIENT CARE, HEAD CASHIER, BODY AND CHILD CARE.
COMMENT: THE PACKET CONTAINS BEHAVIORAL OBJECTIVES, TASK ANALYSIS BREAKDOWNS, CURRICULUM GUIDES AND IN GENERAL MANY HELPFUL IDEAS ON THINGS TO INCLUDE IN TRAINING PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST. 2003311

TITLE: AUTO TUNE-UP, HOSPITAL-HOTEL HOUSEKEEPING GUIDANCE. 27 P. NO DATE.
CORPORATE AUTHOR: FLORIDA MIGRATORY CHILD COMPENSATORY EDUCATION LEARN AND EARN PROGRAM.
RELEVANT TO: INSTITUTIONAL AND HOME MANAGEMENT (09.0205), MECHANICS (17.0302).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH COULD BE USED WITH ANY DISADVANTAGED OR HANDICAPPED STUDENTS AT SECONDARY LEVEL IN A WORK TRAINING PROGRAM.
SUBJECT CONTENT: AUTO TUNE-UP, CLEANING HOTEL/MOTEL ROOMS, HOUSEKEEPING, EQUIPMENT, MATERIALS, JOB COUNSELING.
COMMENT: VERY EXCELLENT TASK LISTING SHEET WHICH COULD BE USED TO PREPARE A STUDENT FOR A WORK PLACEMENT AND COULD BE USED TO EVALUATE HIS ON THE JOB PERFORMANCE. MAY ALSO BE A GOOD TOOL FOR A SUPERVISING EMPLOYER TO USE TO STRUCTURE HIS WORK WITH A SPECIAL

NEEDS STUDENT. WORK EXPERIENCE PROGRAMS FOR THE RETARDED WOULD FIND THIS A USEFUL TOOL BUT IT COULD BE USED EQUALLY WELL WITH OTHER SPECIAL NEEDS GROUPS. IT WAS DEVELOPED AND USED WITH MIGRANT STUDENTS IN FLORIDA.
MEDIA: GUIDEBOOK.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. A LIMITED QUANTITY OF THESE MATERIALS IS AVAILABLE. CONTACT SOURCE FOR COST.
2003331

TITLE: LEARNING OBJECTIVES IN MECHANICS OCCUPATICNS. 47 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: MAINTENANCE (17.100301), MECHANICS (17.0302).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN MECHANICS CLUSTER TRAINING PROGRAMS.
SUBJECT CONTENT: HEAVY EQUIPMENT MECHANIC HELPER, AUTOMOTIVE MECHANIC HELPER, GASOLINE ENGINE REPAIRMAN, MECHANIC FUNDAMENTALS.
COMMENT: PERFORMANCE OBJECTIVES CHECKLISTS TO RECORD THE TRAINING OF STUDENTS IN THE MECHANICS CLUSTER OCCUPATIONS, INCLUDING HEAVY EQUIPMENT MECHANIC HELPER, AUTOMOTIVE MECHANIC HELPER, GASOLINE ENGINE REPAIRMAN AND MECHANIC FUNDAMENTALS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004131

TITLE: CHARGING CIRCUIT. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON CHARGING CIRCIT OF THE AUTOMOBILE.
SUBJECT CONTENT: AUTOMOBILE, CHARGING CIRCUIT.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010201

TITLE: POWER WHILE YOU RUN. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE ELECTRICAL SYSTEM OF THE AUTOMOBILE.
SUBJECT CONTENT: ELECTRICAL POWER, AUTOMOBILE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010211

TITLE: CRANKING CIRCUIT. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE ELECTRICAL CRANKING CIRCUIT OF THE AUTOMOBILE.
SUBJECT CONTENT: ELECTRICAL CIRCUIT, CRANKING, AUTOMOBILE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010221

INCLUDE HERE OTHER ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES EMPHASIZED IN AUTOMOTIVE SERVICES WHICH ARE NOT LISTED OR CLASSIFIABLE ABOVE.

TITLE: CAR WASHING ASSISTANT. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: AUTOMOTIVE SERVICES, OTHER (17.0399).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A COMPETENT CAR WASHING ASSISTANT. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002581

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH MAINTAINING AND REPAIRING A VARIETY OF OFFICE MACHINES SUCH AS TYPEWRITERS, DICTATION MACHINES, AND CALCULATORS, DATA PROCESSING EQUIPMENT USED FOR RECORDING AND PROCESSING DATA, AND DUPLICATING AND MAILING MACHINES. INSTRUCTION INCLUDES DIAGNOSTIC TECHNIQUES, UNDERSTANDING OF MECHANICAL PRINCIPLES SUCH AS THOSE INVOLVED IN GEARS, CAMS, LEVERS AND ECCENTRICS, NOMENCLATURE, USES AND CARE OF SPECIAL HAND AND POWER TOOLS, SOLDERING, MECHANICAL DRAWING, PRINCIPLES OF ELECTRICITY AND ELECTRONICS, USES OF TESTING DEVICES, AND BUSINESS PROCEDURES AND CUSTOMER RELATIONS.

TITLE: JOB CORPS TRAINING STANDARD FOR OFFICE MACHINE REPAIRMAN. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: BUSINESS MACHINE MAINTENANCE (17.06).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A OFFICE MACHINE REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006291

SEE FEEDBACK

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS THEY RELATE TO THE DESIGN AND EXECUTION OF LAYOUTS AND MAKING ILLUSTRATIONS FOR ADVERTISING, DISPLAY, AND INSTRUCTIONAL MANUALS. INSTRUCTION INCLUDES ADVERTISING THEORY AND PREPARATION OF COPY, LETTERING, POSTER DESIGN, FASHION ILLUSTRATION, SILK SCREEN, AIR BRUSH AND TOUCH-UP, INKS AND COLOR DYNAMICS, PACKAGE AND PRODUCT DESIGN, DRAWINGS FOR LINE AND HALFTONE REPRODUCTION, AND OTHER DISPLAY DEVICES AND EXHIBITS.

TITLE: JOB CORPS TRAINING STANDARD FOR COMMERCIAL AND/OR GRAPHIC ARTIST. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COMMERCIAL ART OCCUPATIONS (17.07), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A COMMERCIAL AND/OR GRAPHIC ARTIST. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006361

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS THEY RELATE TO SEAMANSHIP, NAVIGATION, AND COMMUNICATIONS: UTILIZATION OF RIGGING AND OTHER EQUIPMENT: MAINTENANCE AND REPAIR OF BOATS: TECHNIQUES FOR FINDING FISH: SHIPBOARD PRESERVATION AND REFRIGERATION: PROCESSING CATCHES AFLOAT AND ON SHORE: AND OPERATION AND MAINTENANCE OF ALL FISHING GEAR AND POWER PLANTS.

SHIP AND BOAT OPERATION AND MAINTENANCE: 17.0802

ORGANIZED LEARNING EXPERIENCES CONCERNED WITH THE PLANNING AND SUPERVISION OF OPERATION, MAINTENANCE, AND SAFETY OF PASSENGER OR CARGO VESSELS.

TITLE: LEARNING OBJECTIVES IN MARINE MAINTENANCE DIESEL ENGINE. 10 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802), MARITIME OCCUPATIONS (17.22).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN A DIESEL ENGINE MECHANIC HELPER COURSE.
SUBJECT CONTENT: SAFETY, WELDING, HYDRAULICS, NOMENCLATURE, ENGINES, TASKS.
COMMENT: PERFORMANCE OBJECTIVES CHECKLIST TO RECORD TRAINING OF DIESEL ENGINE MECHANIC HELPER STUDENTS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004151

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND STUDIO WORK AS EACH RELATES TO ALL PHASES OF CAMERA USES AND PHOTOGRAPHIC PROCESSING. INSTRUCTION INCLUDES COMPOSITION AND COLOR DYNAMICS, CONTACT PRINTING, AND ENLARGING: DEVELOPING FILM: AIR BRUSH AND CAMERAS, METERS AND OTHER PHOTOGRAPHIC EQUIPMENT: PORTRAIT, COMMERCIAL, AND INDUSTRIAL PHOTOGRAPHY: AND PROCESSES SUCH AS MICROFILMING AND PREPARING COPY FOR OTHER PRINTING AND GRAPHIC ARTS PROCESSING. INSTRUCTION ALSO EMPHASIZES THE DEVELOPMENT IN PLANNING, DEVELOPING, AND PRODUCING IN SUCH AREAS AS AUDIOVISUAL MATERIALS AND TELECASTING.

PHOTOGRAPHIC LABORATORY AND DARKROOM OCCUPATIONS: 17.0901

SUBJECT MATTER AND LEARNING EXPERIENCES CONCERNED PRIMARILY WITH DEVELOPING AND PRINTING PHOTOGRAPHIC STILL OR MOTION PICTURE FILM: CONTROLLING RESULTANT PRINTS: TOUCH UP OF NEGATIVES: AND FINISHING, COLORING, RESTORING, AND COPYING PRINTS.

TITLE: PHOTOFINISHING PHOTOGRAPHIC PRINTER. 3 P. 08/71.
AUTHOR: EVANS, WILLIAM H.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PHOTOGRAPHIC LABORATORY AND DARKROOM OCCUPATICNS (17.0901).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002451

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE ERECTION, INSTALLATION, MAINTENANCE, AND REPAIR OF BUILDINGS, HIGHWAYS, AIRPORTS, MISSILE SITES, EARTH, AND OTHER STRUCTURES USING ASSORTED MATERIALS SUCH AS METAL, WOOD, STONE, BRICK, GLASS, CONCRETE, OR COMPOSITION SUBSTANCES. INSTRUCTION IS PROVIDED IN A VARIETY OF ACTIVITIES SUCH AS COST ESTIMATING; CUTTING, FITTING, FASTENING, AND FINISHING VARIOUS MATERIALS; THE USES OF A VARIETY OF HAND AND POWER TOOLS; AND BLUEPRINT READING AND FOLLOWING TECHNICAL SPECIFICATIONS. KNOWLEDGE CONCERNING THE PHYSICAL PROPERTIES OF MATERIALS ALSO IS EMPHASIZED.

TITLE: BUILDING CONSTRUCTION. 55 P. 06/71.
AUTHOR: WRIGHT, JAMES E., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: CONSTRUCTION AND MAINTENANCE TRADES (17.10).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL BUILDING CONSTRUCTION PROGRAMS.
SUBJECT CONTENT: RATIONALE, ACTIVITIES, AND MATERIALS.
COMMENT: THIS MATERIAL IS A SERIES OF 16 LEARNING ACTIVITIES IN THE AREAS OF: BUILDING CONSTRUCTION OCCUPATIONS, CARPENTRY, PLUMBING, HOUSEWIRING AND BRICKLAYING. A LEARNING ACTIVITY CONSISTS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, MATERIALS AND SUGGESTED PROCEDURES. VISUALS ARE INCLUDED WHICH WOULD MAKE EXCELLENT TRANSPARENCY MASTERS. THIS IS A VERY HIGH QUALITY MATERIAL WHICH COULD BE USED WITH SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL EDUCATION STUDENTS. A REFERENCE SECTION IS INCLUDED IN CASE ADDITIONAL HELP IS NEEDED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008261

CARPENTRY: 17.1001

CLASSROOM AND SHOP EXPERIENCES INVOLVING LAYOUT, FABRICATION, ASSEMBLY, INSTALLATION, AND REPAIR OF STRUCTURAL UNITS. EMPHASIZED IN INSTRUCTION ARE THE CARE AND USE OF HAND AND POWER TOOLS, EQUIPMENT, AND MATERIALS; COMMON SYSTEMS OF FRAME CONSTRUCTION AND THE PRINCIPLES INVOLVED, AND DRAFTING, BLUEPRINT READING, APPLIED MATHEMATICS, AND MATERIALS ESTIMATING.

TITLE: LABORATORY PROJECT IN TILE FLOOR FINISHING. 4 P. 08/70.
AUTHOR: PERSICO, ALFRED M.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CARPENTRY (17.1001).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002341

TITLE: CARPENTER AID - SMALL HOME CONSTRUCTION. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CARPENTRY (17.1001).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A CARPENTER AID. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO

ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002621

TITLE: WOODWORKING. 14 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: WOODS (10.19), CARPENTRY (17.1001).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: PRACTICAL SKILLS, CONCEPTS, TOOLS, MACHINES, MERCHANDISING, SAFETY, WOODWORKING PROCESS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. IT IS A VERY GENERAL TASK AND MATERIALS LISTING SHEET THAT CONTAINS GENERAL AND SPECIFIC PERFORMANCE OBJECTIVES. A RELATED EDUCATION TEACHER MIGHT USE SUCH A UNIT TO GET A QUICK OVERVIEW OF THE TOPICS TO WHICH RELATED INSTRUCTION COULD BE GEARED. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003621

TITLE: JOB CORPS TRAINING STANDARD FOR CARPENTER, CONSTRUCTION. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: CARPENTRY (17.1001).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A CARPENTER, CONSTRUCTION. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006181

MAINTENANCE: 17.100301

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES CONCERNED WITH (1) THE FIELD MAINTENANCE OF EARTHMOVING EQUIPMENT, AND (2) THE GENERAL MAINTENANCE AND OVERHAUL OF SUCH EQUIPMENT. INSTRUCTION COVERS INSPECTION, MAINTENANCE AND REPAIR OF TRACKS, WHEELS, AND BRAKES, OPERATING CONTROLS, ELECTRICAL CIRCUITS, ENGINES, AND TECHNIQUES IN WELDING AND BRAZING.

TITLE: LEARNING OBJECTIVES IN MECHANICS OCCUPATIONS. 47 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: MAINTENANCE (17.100301), MECHANICS (17.0302).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN MECHANICS CLUSTER TRAINING PROGRAMS.
SUBJECT CONTENT: HEAVY EQUIPMENT MECHANIC HELPER, AUTOMOTIVE MECHANIC HELPER, GASOLINE ENGINE REPAIRMAN, MECHANIC FUNDAMENTALS.
COMMENT: PERFORMANCE OBJECTIVES CHECKLISTS TO RECORD THE TRAINING OF STUDENTS IN THE MECHANICS CLUSTER OCCUPATIONS, INCLUDING HEAVY EQUIPMENT MECHANIC HELPER, AUTOMOTIVE MECHANIC HELPER, GASOLINE ENGINE REPAIRMAN AND MECHANIC FUNDAMENTALS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004131

TITLE: JOB CORPS TRAINING STANDARD FOR FARM TRUCK AND HEAVY EQUIPMENT REPAIR. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MAINTENANCE (17.100301), FARM MECHANICS (01.0103).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FARM TRUCK AND HEAVY EQUIPMENT REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006231

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

OPERATION: 17.100302

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES CONCERNED WITH THE USES, CARE, AND OPERATION OF A VARIETY OF EARTHMOVING EQUIPMENT SUCH AS CRAWLER TRACTORS, MOTOR GRADERS, AND MOTOR SCRAPERS, SHOVELS, INCLUDING DRAGLINE AND HOE, AND CRANES. INSTRUCTION PROVIDES FOR EXPERIENCES IN DIGGING, DITCHING, SLOPING, STRIPPING, GRADING, BACK FILLING, CLEARING, AND FOUNDATION EXCAVATING.

TITLE: JOB CORPS TRAINING STANDARD FOR HEAVY EQUIPMENT OPERATOR. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: OPERATION (17.100302).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A HEAVY EQUIPMENT OPERATOR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006261

TITLE: JOB CORPS TRAINING STANDARD FOR FORKLIFT OPERATOR. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: OPERATION (17.100302).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FORKLIFT OPERATOR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006481

MASONRY: 17.1004

SPECIALIZED CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE CUTTING, CHIPPING, AND FIXING IN POSITION OF CONCRETE BLOCKS, BRICK, AND GLASS BLOCKS USING BONDING MATERIALS AND HAND TOOLS. INCLUDED IS TRAINING IN READING ARCHITECTURAL PLANS, PLANNING, AND ESTIMATING.

TITLE: MASON'S TENDER (HELPER), 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: MASONRY (17.1004).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: TASKS, ORIENTATION, TASK SHEETS.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A SERVICE STATION ATTENDANT. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGUALR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002721

TITLE: JOB CORPS TRAINING STANDARD FOR BRICK AND STONE MASON. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MASONRY (17.1004).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A BRICK AND STONE MASON. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006191

TITLE: JOB CORPS TRAINING STANDARD FOR CEMENT MASON. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MASONRY (17.1004).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A CEMENT MASON. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.

SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006201

PAINTING AND DECORATING: 17.1005

SPECIALIZED CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE PREPARATION AND FINISHING OF EXTERIOR AND INTERIOR SURFACES BY THE APPLICATION OF PROTECTIVE OR DECORATIVE COATING MATERIALS SUCH AS LACQUER, PAINT, AND WALLPAPER. INSTRUCTION INCLUDES EXPERIENCES IN SCRAPING, BURNING, OR SANDING SURFACES, MAKING, MIXING, AND MATCHING PAINTS AND COLORS, AND APPLYING COATING WITH BRUSH, ROLLER, OR SPRAY GUN, OR BY CUTTING, PASTING, AND HANGING WALLPAPER.

TITLE: PAINTER'S HELPER. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PAINTING AND DECORATING (17.1005).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASKS, SAFETY, PREPARATION, CLEANING/MAINTENANCE EQUIPMENT.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A PAINTER'S HELPER. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002731

TITLE: JOB CORPS TRAINING STANDARD FOR PAINTER AND PAPER HANGER. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: PAINTING AND DECORATING (17.1005).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A PAINTER AND PAPER HANGER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006301

PLASTERING: 17.1006

SPECIALIZED CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE APPLICATION OF PLASTER, STUCCO, AND SIMILAR MATERIALS TO INTERIOR AND EXTERIOR SURFACES OF STRUCTURES. INSTRUCTION INCLUDES THE PREPARATION OF SURFACES AND THE SMOOTHING AND FINISHING OF THEM.

TITLE: GENERAL WELDER. 12 P. 08/71.
AUTHOR: WIDEAWAKE, GHIL.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PLASTERING (17.1006).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL

BUILDING PROGRAM.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002361

TITLE: LABORATORY PROJECT IN WELDING. 3 P. 08/70.
AUTHOR: BERTOLINI, G.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PLASTERING (17.1006).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002371

CLASSROOM AND SHOP EXPERIENCES WHICH ARE CONCERNED WITH ALL PHASES OF THE CARE AND CLEANING OF BUILDINGS, FIXTURES, AND FURNISHINGS, INCLUDING ALL TYPES OF BUILDING INTERIORS SUCH AS LINOLEUM, PLASTIC, TERRAZZO, TILE, AND WOOD FLOORS, RUGS, AND PLASTIC, WOOD PANEL, PAINT, AND SYNTHETIC WALL COATINGS. SKILLS ARE TAUGHT IN THE USE AND CARE OF HAND AND POWER TOOLS OF SUCH OPERATIONS AS DUSTING, DUST MOPPING, WET MOPPING, SCRUBBING, WAXING, AND REFINISHING, AND THE CLEANING OF TOILET ROOMS, WINDOWS, AND WALLS. ADDITIONAL EMPHASIS IS ON (1) CHARACTERISTICS OF VARIOUS CLEANING AGENTS AND PROTECTIVE COATINGS - INCLUDING THEIR REACTIONS ON SURFACES - AND PROCEDURES OF APPLYING THEM, (2) SANITATION AND DISINFECTANTS, (3) SCHEDULING WORK, AND (4) PURCHASING CUSTODIAL SUPPLIES.

TITLE: HOUSEKEEPING AIDE. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: INSTITUTIONAL AND HOME MANAGEMENT (09.0205), CUSTODIAL SERVICES (17.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A HOUSEKEEPING AID. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002631

TITLE: SCHOOL CUSTODIAN. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CUSTODIAL SERVICES (17.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A SCHOOL CUSTODIAN. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002681

TITLE: FLOOR CARE. 10 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CUSTODIAL SERVICES (17.11).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: FLOOR SCRUBBER, FLOOR STRIPPING, FLOOR FINISHING, SEALER, WAX, WET-DECK, CUSTODIAL.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: WORKBOOK.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002751

TITLE: LABORATORY PROJECT FOR HOUSEKEEPING AIDE TRAINEE. CLEANING A BATHROOM. 6 P. 08/70.
AUTHOR: LEE, R.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CUSTODIAL SERVICES (17.11), INSTITUTIONAL AND HOME MANAGEMENT (09.0205).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR

HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, MATERIALS, PREREQUISITES, SAFETY.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002821

TITLE: CUSTODIAL TRAINING. 10 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: CUSTODIAL SERVICES (17.11), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: ORIENTATION, TRAINING, WET MOPPING, JANITORIAL ASSISTANT CHECK SHEET.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A CUSTODIAN'S JOB. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. J.E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING. 2003101

TITLE: BUILDING AND GROUNDS MAINTENANCE. 27 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: LANDSCAPING (01.0504), TURF MANAGEMENT (01.0506), CUSTODIAL SERVICES (17.11).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WTTH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, BUILDING MAINTENANCE, SKILLS INVOLVED, GROUNDS MAINTENANCE, EVALUATION, QUESTIONNAIRE.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THE MATERIALS REQUIRE SIXTH GRADE READING LEVEL FOR INDEPENDENT STUDENT USE BUT COULD BE USED BY LOWER READERS WITH SOME ASSISTANCE. UNITS ARE VERY THOROUGH AND CONTAIN SPECIFIC PERFORMANCE OBJECTIVES, MATERIALS FOR STUDENT USE, TEACHING METHODS SUGGESTIONS, TASK ANALYSIS, SKILLS EVALUATIONS, UNITS ON CHECKING ACCOUNTS, BUDGETING AND A BIBLIOGRAPHY OF OTHER MATERIALS AND REFERENCES. GOOD VISUALS INCLUDED. EVALUATION IS CURRENTLY BEING CONDUCTED.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003531

TITLE: LEARNING OBJECTIVES IN BUILDING MAINTENANCE OCCUPATIONS. 50 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: CUSTODIAL SERVICES (17.11).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN BUILDING MAINTENANCE OCCUPATIONS PROGRAMS.
SUBJECT CONTENT: EVALUATION CHART, PORTER I, MAINTENANCE MAN HELPER, POWER PLANT GENERATION FUNDAMENTALS.
COMMENT: PERFORMANCE OBJECTIVES CHECKLISTS TO RECORD TRAINING OF STUDENTS IN BUILDING MAINTENANCE OCCUPATIONS PROGRAMS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004161

TITLE: JOB CORPS TRAINING STANDARD FOR CUSTODIAL MAINTENANCE. 20 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: CUSTODIAL SERVICES (17.11).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A CUSTODIAL MAINTENANCE. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.

MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006371

CLASSROOM AND SHOP EXPERIENCES WHICH ARE CONCERNED WITH ALL PHASES OF REPAIR WORK ON DIESEL ENGINES USED TO POWER BUSES, SHIPS, TRUCKS, RAILROAD TRAINS, ELECTRIC GENERATORS, CONSTRUCTION MACHINERY, AND SIMILAR EQUIPMENT. INSTRUCTION AND PRACTICE ARE PROVIDED IN THE DIAGNOSES OF MALFUNCTION, DISASSEMBLY OF ENGINES AND EXAMINATION OF PARTS, RECONDITIONING AND REPLACEMENT OF PARTS, REPAIR AND ADJUSTMENT OF FUEL INJECTION SYSTEMS, OIL AND WATER PUMPS, GENERATORS, GOVERNORS, AUXILIARY AND ACCOMPANYING POWER UNITS, CONTROLS, AND TRANSMISSIONS. THE USES OF TECHNICAL MANUALS, A VARIETY OF HAND AND POWER TOOLS, AND TESTING AND DIAGNOSTIC EQUIPMENT ARE ALSO STUDIED.

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH EMPHASIZE THEORY, USE OF THE DRAFTING ROOM, AND LABORATORY AND SHOPWORK AS EACH RELATES TO GATHERING AND TRANSLATING DATA OR SPECIFICATIONS, INCLUDING THE ASPECTS OF PLANNING, PREPARING, AND INTERPRETING MECHANICAL, ARCHITECTURAL, STRUCTURAL, PNEUMATIC, MARINE, ELECTRICAL/ELETRONIC, TOPOGRAPHICAL, AND OTHER DRAWINGS AND SKETCHES. INSTRUCTION IS DESIGNED TO PROVIDE EXPERIENCES IN DRAWING, IN THE USE OF REPRODUCTION MATERIALS, EQUIPMENT, AND PROCESSES, THE PREPARATION OF REPORTS AND DATA SHEETS FOR WRITING SPECIFICATIONS, THE DEVELOPMENT OF PLAN AND PROCESS CHARTS AND DRAWINGS, AND THE DEVELOPMENT OF MODELS. INSTRUCTION EMPHASIZES THE DEVELOPMENT OF SKILLS AND KNOWLEDGE ESSENTIAL FOR EMPLOYMENT IN ANCILLARY CAPACITIES SUCH AS TRACERS OR REPRODUCTION EQUIPMENT OPERATORS, AND FOR OCCUPATIONS SUCH AS MECHANICAL DRAFTSMAN, STRUCTURAL DRAFTSMAN, DETAILER, MARINE DRAFTSMAN, TOOL DESIGNER, FIXTURE DESIGNER, AND PUNCH AND DIE DESIGNER.

TITLE: SCREW THREAD REPRESENTATION. 15 P. NO DATE.
CORPORATE AUTHOR: NEW HAMPSHIRE VOCATIONAL TECHNICAL COLLEGE.
RELEVANT TO: DRAFTING OCCUPATIONS (17.13).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND DEAF SECONDARY STUDENTS IN AN INTRODUCTORY DRAFTING COURSE. EXCELLENT VISUALS WHICH CAN BE USED AS TRANSPARENCY MASTERS.
SUBJECT CONTENT: SCREW THREAD REPRESENTATION.
COMMENT: THIS LEARNING ACTIVITY PACKET REPRESENTS A VERY SPECIFIC MODULE OF INSTRUCTION WHICH HAS BEEN FULLY DEVELOPED. THE MATERIAL WAS DEVELOPED IN A CURRICULUM DEVELOPMENT WORKSHOP CONDUCTED BY THE NORTH EAST AREA MANPOWER INSTITUTE FOR THE DEVELOPMENT OF STAFF (AMIDS), U.S.O.E. BAVTE FUNDING. THE UNIT WAS DEVELOPED ESPECIALLY FOR USE WITH DISADVANTAGED STUDENTS. UNIT WILL BE EVALUATED DURING THE SUMMER OF 1972.
MEDIA: STUDY-PRINTS.
SOURCE: MR. W. RYAN, NEW HAMPSHIRE VOCATIONAL TECHNICAL COLLEGE, CLAREMONT, NH 03743. STAMPED SELF ADDRESSED ENVELOPE SHOULD ACCOMPANY ALL REQUESTS.
2003161

TITLE: MECHANICAL DRAWING. 14 P. 06/71.
AUTHOR: STEADMAN, JERRY.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GRAPHIC ARTS (10.07), DRAFTING OCCUPATIONS (17.13).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN DRAFTING PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES.
COMMENT: THE OBJECTIVE OF THE UNIT IS TO EXPOSE STUDENTS TO DIFFERENT ACTIVITIES OF DRAFTSMEN. INFORMATION ON SALARIES AND POTENTIAL JOB OPENINGS IS PROVIDED. SEVERAL LEARNING ACTIVITIES ARE DESCRIBED IN TERMS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND VISUALS. THESE VISUALS ARE VERY HIGH QUALITY AND WOULD MAKE GOOD TRANSPARENCY MASTERS. THIS UNIT WOULD BE APPLICABLE TO SPECIAL EDUCATION AND REGULAR VOCATIONAL EDUCATION DRAFTING CLASSES. A VERY HIGH QUALITY MATERIAL.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS.
2008341

ORGANIZED SUBJECT MATTER AND EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS EACH RELATES TO PLANNING FUNCTIONS, GENERATING AND TRANSMITTING ELECTRICITY, INSTALLING AND MAINTAINING ELECTRICAL AND COMMUNICATIONS SYSTEMS, AND EQUIPMENT AND COMPONENTS. INSTRUCTION EMPHASIZES PRACTICAL APPLICATIONS OF MATHEMATICS, THE SCIENCES, CIRCUIT DIAGRAMS AND BLUEPRINT READING, SKETCHING, AND OTHER SUBJECTS ESSENTIAL TO PREPARATION FOR EMPLOYMENT IN THE ELECTRICAL OCCUPATIONS.

TITLE: GUIDE FOR COURSE OF STUDY FOR ELECTRONIC MECHANIC. 40 P. 04/66.
CORPORATE AUTHOR: TENNESSEE DEPARTMENT OF EDUCATION, DIVISION OF VOCATIONAL EDUCATION.
RELEVANT TO: ELECTRONICS OCCUPATIONS (17.15), ELECTRICAL OCCUPATIONS (17.14).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ALL HANDICAPPED AND DISADVANTAGED AT THE SECONDARY OR POSTSECONDARY LEVEL IN TRAINING FOR ENTRY LEVEL ELECTRONIC MECHANICS.
SUBJECT CONTENT: COURSE OUTLINE, ELECTRICITY, ELECTRONICS, INDUSTRIAL APPLICATIONS, SHOP PROGRAM, MATH, GLOSSARY.
COMMENT: PUBLICATION WRITTEN ON A VERY PRACTICAL BASIC LEVEL. CONTAINS A SERIES OF LESSON PLANS WHICH STRESS NEEDED SKILLS IN ELECTRONIC MECHANICAL WORK. CONTAINS A RELATED BASIC EDUCATION SECTION AS WELL AS A GLOSSARY OF NEEDED VOCABULARY. COULD BE USED WITH LIMITED VOCABULARY STUDENTS SUCCESSFULLY. NOT APPROPRIATE FOR THE MENTALLY RETARDED.
MEDIA: GUIDEBOOK.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION. 2000051

TITLE: JOB CORPS TRAINING STANDARD FOR ELECTRICIAN. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: ELECTRICAL OCCUPATIONS (17.14).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME AN ELECTRICIAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006381

TITLE: ELECTRICITY. 49 P. 06/71.
AUTHOR: HICKS, BILL.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: ELECTRICAL OCCUPATIONS (17.14), ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL ELECTRONICS PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES, MATERIALS.
COMMENT: THIS MATERIAL IS A SERIES OF LEARNING ACTIVITIES DESIGNED TO INTRODUCE STUDENTS TO DIFFERENT ASPECTS OF ELECTRONICS. SAMPLE AREAS WHICH LEARNING ACTIVITIES COVER ARE: CONCEPTS, SPLICING WIRES AND USE OF BASIC TOOLS, FUSE PANEL AND VOLTAGE DISTRUBUTION, CONVERTING ELECTRICITY TO SOUND, CONVERTING ELECTRICITY TO LIGHT, SEIRES AND PARALLEL LIGHTING CIRCUITS AND INFORMATION RELATING TO TRAINING OPPORTUNITIES, EMPLOYMENT CONDITIONS AND OPPORTUNITIES. LEARNING ACTIVITIES CONSIST OF PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, SUGGESTED PROCEDURES AND A REFERENCE SECTION. A VERY HIGH QUALITY UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008301

SPECIALIZED CLASSROOM AND PRACTICAL EXPERIENCES CONCERNED WITH THE ASSEMBLY, INSTALLATION, TESTING, MAINTENANCE, AND REPAIR OF ELECTRIC MOTORS, GENERATORS, TRANSFORMERS, AND RELATED EQUIPMENT.

TITLE: CHARGING CIRCUIT. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON CHARGING CIRCIT OF THE AUTOMOBILE.
SUBJECT CONTENT: AUTOMOBILE, CHARGING CIRCUIT.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010201

TITLE: POWER WHILE YOU RUN. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE ELECTRICAL SYSTEM OF THE AUTOMOBILE.
SUBJECT CONTENT: ELECTRICAL POWER, AUTOMOBILE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010211

TITLE: CRANKING CIRCUIT. CASSETTE/SLIDES.
RELEVANT TO: MOTOR REPAIRMAN (17.1403), MECHANICS (17.0302).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE ELECTRICAL CRANKING CIRCUIT OF THE AUTOMOBILE.
SUBJECT CONTENT: ELECTRICAL CIRCUIT, CRANKING, AUTOMOBILE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES, 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010221

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS EACH IS RELATED TO PLANNING, PRODUCING, TESTING, ASSEMBLING, INSTALLING, AND MAINTAINING ELECTRONIC COMMUNICATIONS EQUIPMENT SUCH AS RADIO, RADAR, AND TELEVISION, INDUSTRIAL ELECTRONIC EQUIPMENT, INCLUDING DIGITAL COMPUTERS, NEW ELECTRONIC SYSTEMS, COMPONENTS, AND EQUIPMENT, AND CONTROL DEVICES. EMPHASIS IS ON SOLID-STATE DEVICES AND COMPONENTS, ELECTRON TUBE CHARACTERISTICS, LOW FREQUENCY AMPLIFIERS, LC AND RC OSCILLATORS, TRANSISTORS, AND AMPLITUDE AND FREQUENCY MODULATION. INSTRUCTION IS DESIGNED TO DEVELOP KNOWLEDGE, UNDERSTANDING, AND SKILLS ESSENTIAL FOR EMPLOYMENT IN COMMUNICATIONS, INDUSTRIAL ELECTRONICS, RADIO/TELEVISION, AND OTHER ELECTRONICS OCCUPATIONS.

TITLE: GUIDE FOR COURSE OF STUDY FOR ELECTRONIC MECHANIC. 40 P. 04/66.
CORPORATE AUTHOR: TENNESSEE DEPARTMENT OF EDUCATION, DIVISION OF VOCATIONAL EDUCATION.
RELEVANT TO: ELECTRONICS OCCUPATIONS (17.15), ELECTRICAL OCCUPATIONS (17.14).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ALL HANDICAPPED AND DISADVANTAGED AT THE SECONDARY OR POSTSECONDARY LEVEL IN TRAINING FOR ENTRY LEVEL ELECTRONIC MECHANICS.
SUBJECT CONTENT: COURSE OUTLINE, ELECTRICITY, ELECTRONICS, INDUSTRIAL APPLICATIONS, SHOP PROGRAM, MATH, GLOSSARY.
COMMENT: PUBLICATION WRITTEN ON A VERY PRACTICAL BASIC LEVEL. CONTAINS A SERIES OF LESSON PLANS WHICH STRESS NEEDED SKILLS IN ELECTRONIC MECHANICAL WORK. CONTAINS A RELATED BASIC EDUCATION SECTION AS WELL AS A GLOSSARY OF NEEDED VOCABULARY. COULD BE USED WITH LIMITED VOCABULARY STUDENTS SUCCESSFULLY. NOT APPROPRIATE FOR THE MENTALLY RETARDED.
MEDIA: GUIDEBOOK.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION.
2000051

TITLE: OHM'S LAW, A PROGRAMMED INSTRUCTIONAL UNIT. 21 P. NO DATE.
AUTHOR: OSBORNE, HOWARD.
CORPORATE AUTHOR: IOWA SCHOOL FOR THE DEAF.
RELEVANT TO: ELECTRONICS OCCUPATIONS (17.15), ELECTRICITY/ELECTRONICS (10.04).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN ELECTRONICS TRAINING.
SUBJECT CONTENT: PRETEST, OHM'S LAW, POST TEST.
COMMENT: ANSWER KEY IS INCLUDED. THIS UNIT IS DESIGNED IN A PROGRAMED INSTRUCTION FORMAT AHD HAS BEEN USED SUCCESSFULLY AT THE DEVELOPING INSTITUTION. IT IS DESIGNED FOR INDEPENDENT STUDENT USE. MINIMAL READING IS REQUIRED.
MEDIA: WORKBOOK.
SOURCE: MR. D. Q. DRAKE, VOCATIONAL TECHNICAL PRINCIPAL, IOWA SCHOOL FOR THE DEAF, COUNCIL BLUFFS, IA 51501. AVAILABLE WHILE SUPPLY LASTS FOR COSTS OF DUPLICATION AND MAILING.
2003861

TITLE: AN INSTRUCTIONAL PROGRAM ON THE USE OF GRAPHIC PLOTTER IN CONJUNCTION WITH THE HEWLETT PACKARD 9810 PROGRAMMABLE CALCULATOR - ELECTRONICS. 12 P. 1970.
AUTHOR: FANTAUZZO, DOMINICK.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: DRAFTING (10.03), AUDITORY (19.020101), BUSINESS DATA PROCESSING SYSTEMS OCCUPATIONS (14.02), ELECTRONICS OCCUPATIONS (17.15).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN DRAFTING COURSES.
SUBJECT CONTENT: GRAPHICS REPRODUCTION, USE OF CALCULATOR.
COMMENT: GRAPHICALLY ORIENTED SELF INSTRUCTIONAL UNIT WHICH WAS USED SUCCESSFULLY WITH THE DEAF AT NTID.
MEDIA: P-I-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY.
2001832

SPECIALIZED CLASSROOM, LABORATORY, AND PRACTICAL EXPERIENCES WHICH ARE CONCERNED WITH THE BASIC ELEMENTS OF VACUUM TUBES AND CIRCUITRY, USING AND SERVICING TESTING EQUIPMENT AND TROUBLE-SHOOTING CIRCUITS, THE STUDY OF AND EXPERIENCE IN REPAIRING PHOTOELECTRIC CONTROLS, TIMERS, SELECTOR SWITCHES, COUNTERS, RECORDERS, AND TRANSDUCERS, SOLID-STATE DEVICES AND COMPONENTS, THE STUDY OF THE CHARACTERISTICS AND INTRICACIES OF EQUIPMENT AND COMPONENTS USED IN INDUSTRY AND RESEARCH CENTERS. MORE ADVANCED INSTRUCTION INCLUDES STUDY, ANALYSIS, AND REPAIR OF MAGNETIC AMPLIFIERS, MOTORS, MOTOR CONTROLS, ELECTRONIC HEATING, SATURABLE REACTORS, SERVO-MECHANISMS, PULSE CIRCUITS, COMPUTERS, AND TEST INSTRUMENTS--INCLUDING BASIC PRINCIPLES AND SERVICING PROCEDURES. FIELD TRIPS ARE FREQUENTLY EMPHASIZED.

TITLE: A LEARNING ACTIVITY PACKET IN ELECTRONICS ASSEMBLY. 180 P. NO DATE.
CORPORATE AUTHOR: ALBUQUERQUE SKILL CENTER.
RELEVANT TO: INDUSTRIAL ELECTRONICS (17.1502).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN ELECTRONIC ASSEMBLER TRAINING PROGRAMS.
SUBJECT CONTENT: SAFETY, TOOLS, EQUIPMENT, CIRCUIT SOLDERING, CABLING/HARNESS MAKING, GLOSSARY, ELECTRONICS ORIENTATION, PROJECT.
COMMENT: A VERY COMPREHENSIVE LEARNING ACTIVITY PACKAGE ON ELECTRONICS ASSEMBLY. INCLUDES A GOOD STUDENT STUDY GUIDE AND WORKBOOK. WELL ILLUSTRATED AND EASY TO FOLLOW.
MEDIA: WORKBOOK.
SOURCE: ROY D. CATON, CURRICULUM COORDINATOR, ALBUQUERQUE SKILL CENTER, 1617 BROADWAY N.E., ALBUQUERQUE, NM 87102. CONTACT SOURCE FOR PRICE INFORMATION. 2004681

TITLE: JOB CORPS TRAINING STANDARD FOR ELECTRONICS ASSEMBLER. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: INDUSTRIAL ELECTRONICS (17.1502).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A ELECTRONICS ASSEMBLER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006221

RADIO/TELEVISION: 17.1503

SPECIALIZED THEORY AND PRACTICE WHICH ARE CONCERNED WITH THE CONSTRUCTION, MAINTENANCE, AND REPAIR OF RADIOS AND TELEVISION SETS. TRAINING ALSO PREPARES PUPILS TO DIAGNOSE TROUBLES AND MAKE REPAIRS ON OTHER ELECTRONIC PRODUCTS SUCH AS HIGH-FIDELITY SOUND EQUIPMENT, PHONOGRAPHS, AND TAPE RECORDERS.

TITLE: JOB CORPS TRAINING STANDARD FOR RADIO AND TELEVISION REPAIR. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: RADIO/TELEVISION (17.1503).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A RADIO AND TELEVISION REPAIR. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006311

CLASSROOM AND LABORATORY EXPERIENCES WHICH ARE CONCERNED WITH ALL PHASES OF MAINTENANCE SERVICE ON ALL TYPES OF FABRICS. INSTRUCTION EMPHASIZES IDENTIFYING, MARKING AND ENTERING, SORTING, ASSEMBLING, WRAPPING, AND BAGGING CLOTHING AND OTHER FABRICS, A WIDE RANGE OF INFORMATION DEALING WITH DRYCLEANING AND SPOTTING AGENTS, DETERGENTS, BLEACHES, AND DYES, EFFECTS ON HEAT ON VARIOUS FABRICS, SKILLS INVOLVED IN THE USE OF HAND TOOLS AND POWER PRESSES FOR FLAT WORK, ROLLER PRESSES, WASHERS, EXTRACTORS, AND DRYERS, AND ALTERATION AND REPAIR OF FABRICS.

TITLE: JOB OPPORTUNITIES IN THE LAUNDRY INDUSTRY. 10 P. NO DATE.
CORPORATE AUTHOR: AMERICAN INSTITUTE OF LAUNDERING.
RELEVANT TO: FABRIC MAINTENANCE SERVICES (17.16).
ORIENTATION: TEACHER OR STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE DISADVANTAGED OR HANDICAPPED SECONDARY OR POST SECONDARY STUDENT IN JOB EXPLORATION OR OCCUPATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: LAUNDRY INDUSTRY ORIENTATION, DEFINITIONS, SPECIFIC JOBS, ADVANCEMENT, EDUCATION, TRAINING.
COMMENT: THE MATERIAL DISCUSSES EIGHTEEN DIFFERNT LAUNDRY OR RELATED OCCUPATIONS IN TERMS OF NECESSARY QUALIFICATIONS AND TRAINING REQUIRED. THE READING LEVEL WILL NOT BE APPROPRIATE FOR STUDENTS WITH BELOW EIGHTH GRADE READING LEVEL. HOWEVER, THE INFORMATION MAY BE USEFUL ENOUGH TO WARRANT TEACHER MODIFICATION INTO AN AUDIO FORMAT.
MEDIA: PRINTED-MATTER, JOB SPECIFICATION.
SOURCE: MR. R. B. DOLHOF, DIRECTOR OF EDUCATION AND PERSONNEL, AMERICAN INSTITUTE OF LAUNDERING, JOLIET, IL 60434. CONTACT SOURCE FOR PRICE INFORMATION. 2000521

TITLE: JOB CORPS TRAINING STANDARD FOR LAUNDRY WORKER/MACHINE PRESSER. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: FABRIC MAINTENANCE SERVICES (17.16).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A LAUNDRY WORKER/MACHINE PRESSER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006391

CLASSROOM AND PRACTICAL EXPERIENCES CONCERNED WITH THEORY AND KNOWLEDGE IN LAUNDERING PLANT MANAGEMENT AND PROCESSES. INSTRUCTION INCLUDES RECEIVING GARMENTS, INSPECTING, WASHING FABRICS, SPOTTING, IRONING AND PRESSING, DYEING, BLEACHING, SORTING, AND FOLDING AND WRAPPING WEARING APPAREL AND HOUSEHOLD AND OTHER ARTICLES OF TEXTILE CONSTRUCTION. ALSO EMPHASIZED ARE EXPERIENCES CONCERNED WITH VARIOUS CLEANING AGENTS (INCLUDING DETERGENTS), TYPES OF FABRICS, AND USES OF HAND AND POWER TOOLS AND EQUIPMENT.

TITLE: OPERATOR OF A MACHINE PRESS AND AUTOMATIC SHIRT FOLDING MACHINE IN A LAUNDRY. 2 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: LAUNDERING (17.1602).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A COMPETENT LAUNDRY WORKER. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002591

PLANNED LEARNING EXPERIENCES DESIGNED TO ASSIST THE SUPERVISOR IN EFFECTIVELY UTILIZING THE MEN, MACHINES, AND MATERIALS UNDER HIS SUPERVISION BY BROADENING HIS BACKGROUND KNOWLEGE AND DEVELOPING HIS LEADERSHIP ABILITIES. INCLUDED IS THE STUDY OF HUMAN BEHAVIOR, ORGANIZATION AND MANAGEMENT, ORAL COMMUNICATION, LABOR LAWS, PERSONNEL PROCEDURES, JOB ANALYSIS, WORK SIMPLIFICATION, EMPLOYEE UTILIZATION, AND THE DEVELOPMENT OF WRITING TECHNIQUES AS APPLIED TO THE PREPARATION OF LETTERS, MEMOS, AND TECHNICAL REPORTS, SPEEDREADING, AND SAFETY AND FIRST-AID PRACTICES.

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS THEY RELATE TO ALL PHASES OF HOT AND COLD TYPESETTING, LAYOUT, COMPOSITION, PRESSWORK, AND BINDING, INCLUDING FLEXOGRAPHY, LITHOGRAPHY, PHOTOENGRAVING, AND OTHER GRAPHIC ARTS RELATED TO THE PRINTING INDUSTRY. EMPHASIS IS ON TYPOGRAPHICAL LAYOUTS AND DESIGN, HAND AND MACHINE TYPESETTING, CAMERA AND PLATE WORK, IMPOSITION, TYPECASTING, OFFSET AND PLATEN PRESS MAKEUP AND OPERATION, PAPERCUTTING, INK AND COLOR PREPARATION, BINDING, AND PRODUCTION BY SILKSCREEN PROCESS. INSTRUCTION LEADS TO PREPARATION FOR VARIOUS TYPES OF EMPLOYMENT SUCH AS TYPESETTER, COMPOSITOR, CAMERAMAN, PLATEMAKER, COST ANALYST, EXPEDITER, AND PRODUCTION PLANNER.

TITLE: GRAPHIC ARTS JOB EVALUATION SHEETS. 6 P. 1971.
RELEVANT TO: GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN GRAPHIC ARTS PROGRAMS.
SUBJECT CONTENT: EQUIPMENT, PRACTICE FORMS.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVAL AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004881

TITLE: JOB CORPS TRAINING STANDARD FOR COMMERCIAL AND/OR GRAPHIC ARTIST. 17 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COMMERCIAL ART OCCUPATIONS (17.07), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A COMMERCIAL AND/OR GRAPHIC ARTIST. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006361

TITLE: GRAPHIC ARTS. 36 P. 06/71.
AUTHOR: STABLER, NICK.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN GRAPHIC ARTS PROGRAMS.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES, TOOLS, EQUIPMENT.
COMMENT: THIS MATERIAL IS AN INTRODUCTORY OVERVIEW OF DIFFERENT ACTIVITIES WHICH ARE A PART OF THE GRAPHIC ARTIST'S JOB. THE MATERIAL CONSISTS OF 16 LEARNING ACTIVITIES WHICH ARE DESCRIBED IN TERMS OF PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND VISUALS. THESE VISUALS ARE VERY HIGH QUALITY AND WOULD MAKE GOOD TRANSPARENCY MASTERS. THIS UNIT WOULD BE APPLICABLE TO SPECIAL EDUCATION AS WELL AS REGULAR VOCATIONAL PROGRAMS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008321

TITLE: LINECASTING KEYBOARD OPERATION II. 99 P. 09/70.
AUTHOR: CURRY, HAROLD A.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AS WELL AS OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES PROGRAMS.
SUBJECT CONTENT: DOUBLE SLUG OR MULTI-SLUG COMPOSITION, LEADERS, TABULAR COMPOSITION, VARIABLE COLUMNS, CONSTITUTION AND BY-LAWS, POETRY, MENUS, PROGRAMS, ROMAN NUMERALS, BRACE WORK.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IN INCLUDED WHICH WOULD BE

THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO END OF TEXT. MATERIAL WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010321

TITLE: LINECASTING KEYBOARD OPERATION I. 99 P. 01/66.
AUTHOR: CURRY, HAROLD A.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPSCIAL NEEDS AND DEAF STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES TRAINING PROGRAMS.
SUBJECT CONTENT: KEYBOARD OPERATION, FINGERING SYSTEM, WORD PRACTICE, KEYBOARD PRACTICE, SENTENCE PRACTICE, PUNCTUATION MARKS, CAPITAL LETTERS, PROOFREADING, ITALIC AND BOLDFACE TYPE FIGUES, DIVISION OF WORDS, STRAIGHT MATTER, CAPS AND SMALL CAPS, CARE OF THE MACHINE.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IN INCLUDED WHICH WOULD BE THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO END OF THE TEXT. MATERIAL WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010341

PRINTING PRESS OCCUPATIONS: 17.1902

ORGANIZED LEARNING EXPERIENCES CONCERNED WITH MAKING READY, OPERATING, AND MAINTAINING PRINTING PRESSES.

TITLE: JOB CORPS TRAINING STANDARD FOR OFFSET PRINTER. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: PRINTING PRESS OCCUPATIONS (17.1902).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME AN OFFSET PRINTER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006411

LITHOGRAPHY, PHOTOGRAPHY, AND PLATEMAKING: 17.1903

ORGANIZED LEARNING EXPERIENCES CONCERNED WITH LITHOGRAPHY, LITHOGRAPHIC PHOTOGRAPHY, STRIPPING, AND RELATED PLATEMAKING PROCESSES.

TITLE: COPY MEASUREMENT AND USE OF PROPORTIONING SCALE. A PROGRAMMED INSTRUCTIONAL UNIT. 32 P. 01/72.
AUTHOR: OSBORNE, HOWARD.
CORPORATE AUTHOR: IOWA SCHOOL FOR THE DEAF.
RELEVANT TO: LITHOGRAPHY, PHOTOGRAPHY, AND PLATEMAKING (17.1903).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN LITHOGRAPHY TRAINING. EXTENSIVE USE OF PHOTOGRAPHS AND ILLUSTRATIONS.
SUBJECT CONTENT: PRETEST, PROPORTION SCALE, TERMINOLOGY, POSTTEST.
COMMENT: THIS UNIT IS DESIGNED IN A PROGRAMED INSTRUCTION FORMAT AND HAS BEEN USED SUCCESSFULLY AT THE DEVELOPING INSTITUTION. IT IS DESIGNED FOR INDEPENDENT STUDENT

USE. MINIMAL READING IS REQUIRED. VERY GOOD ILLUSTRATIONS.
MEDIA: WORKBOOK.
SOURCE: MR. D. Q. DRAKE, VOCATIONAL TECHNICAL PRINCIPAL, IOWA SCHOOL FOR THE DEAF, COUNCIL BLUFFS, IA 51501. AVAILABLE FOR COSTS OF DUPLICATION AND MAILING. 2003871

PHOTOENGRAVING: 17.1904

ORGANIZED LEARNING EXPERIENCE CONCERNED WITH PHOTOGRAPHING ILLUSTRATIONS AND OTHER COPY THAT CANNOT BE SET UP IN TYPE, DEVELOPING NEGATIVES, AND PREPARING PHOTOSENSITIZED METAL PLATES FOR USE IN PRINTING.

TITLE: AN INTRODUCTIO TO...THE ART OF PHOTOENGRAVING. 151 P. 09/69.
AUTHOR: BENZE, ALEXANDER.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PHOTOENGRAVING (17.1904), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES TRAINING PROGRAMS.
SUBJECT CONTENT: GENERAL INFORMTION, TYPES OF ENGRAVING, TOOLS AND EQUIPMENT, COPY AND ART WORK, THE PROCESS CAMERA, FUNDAMENTALS OF PHOTOENGRAVING, FORMULAS AND CHARTS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IS INCLUDED WHICH WOULD BE THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO THE END OF THIS MATERIAL. WELL ILLUSTRATED. COULD BE USED AS TRANSPARENCY MASTERS. EXCELLENT BRIEF TWO PARAGRAPH DEFINITION OF SOME JOBS IN PRINTING TRADES. MATERIAL WAS DEVELOPED FOR USE WITH DEAF STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010331

TITLE: AN INTRODUCTION TO...THE ART OF PHOTENGRAVING. VOLUME TWO. 234 P. NO DATE.
AUTHOR: BENZE, ALEXANDER.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PHOTOENGRAVING (17.1904), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL TRAINING.
SUBJECT CONTENT: PASTEUP, PROCESS PHOTOGRAPHY, PLATEMAKING AND ETCHING, FINISHING.
COMMENT: THE SECOND OF A SERIES OF TWO VOLUMES, THE STUDENT IS TAUGHT SOME OF THE MORE ADVANCED TECHNIQUES OF PHOTOENGRAVING. A LARGE GLOSSARY OF TECHNICAL TERMS IS PROVIDED AT THE END OF THE TEXT. EXTENSIVE TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED STUDENT.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010351

SILK SCREEN MAKING AND PRINTING: 17.1905

ORGANIZED LEARNING EXPERIENCES CONCERNED WITH THE PREPARATION OF SILK SCREENS AND THE OPERATIONS OF SILK SCREEN PRINTING.

TITLE: SERIGRAPHY STUDY GUIDE. 8 P. 1971.
RELEVANT TO: SILK SCREEN MAKING AND PRINTING (17.1905).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN SHOP OR ART COURSES.
SUBJECT CONTENT: SILK SCREEN FRAME, MATERIALS.
COMMENT: DESCRIBES PROCEDURES TO MAKE A FRAME TO USE IN SILK SCREENING AND ALSO DESCRIBES MATERIAL AND METHODS FOR MAKING A SILK SCREEN PRINT. THIS MATERIAL COULD BE USED INDEPENDENTLY BY PROFICIENT READERS.
MEDIA: GUIDEBOOK.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2004742

CLASSROOM, LABORATORY, THEORY, AND PRACTICAL EXPERIENCES CONCERNED WITH PREPARATION AND SEAGOING SHIPS, TUGBOATS, BARGES, FLOATING DRYDOCKS, AND OTHER MARINE CRAFT AND FLOATING STRUCTURES, AS WELL AS RELATED HARBOR AND DOCK MACHINERY AND EQUIPMENT. FIRE-FIGHTING, LIFEBOAT WORK, AND SWIMMING ARE TAUGHT TO ALL PUPILS. EMPHASIS IS ON FIBER AND WIRE ROPE HANDLING AND SPLICING, CHIPPING AND PAINTING THE HULL, CARGO HANDLING GEAR AND GROUND TACKEL, AND WATCHSTANDING AND LOOKOUT IN THE DECK DEPARTMENT, MAINTENANCE, OPERATION, REPAIR, AND SERVICING MAIN ENGINES AND AUXILIARY STEAM, REFRIGERATION, WATER, AND DEPARTMENT. INSTRUCTION LEADS TO PREPARATION FOR VARIOUS TYPES OF EMPLOYMENT, SUCH AS ABLEBODIED SEAMAN, SHIP'S CARPENTER, DECK-MAINTENANCE MAN, QUARTERMASTER AND BOATSWAIN. OILER, FIREMAN-WATERTENDER, ELECTRICIAN, JUNIOR ENGINEER, COOK, CHIEF STEWARD, AND WIPER (ENGINEROOM), AS WELL AS EMPLOYMENT ASHORE, E.G., STATIONARY ENGINEER, CARGO HANDLING OR RIGGING OPERATIONS.

TITLE: DOCUMENTS KIT. 1966.
AUTHOR: L. SHULMAN, AND SON.
RELEVANT TO: MARITIME OCCUPATIONS (17.22), EDUCATIONAL (19.0102).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED STUDENTS, ESPECIALLY BILINGUAL, AT A SECONDARY LEVEL IN OCCUPATIONAL EDUCATION TRAINING PROGRAM.
SUBJECT CONTENT: PACKING LIST, SHIPPER'S EXPORT DECLARATION, DOCK RECEIPT, OCEAN BILL OF LADING, AIRWAY BILL, RAILWAY BILL OF LADING, FORMS FOR INTERNATIONAL MAIL, CONSULAR INVOICE, CERTIFICATE OF ORIGIN, COMMERCIAL INVOICE, INSURANCE CERTIFICATE, BANK DRAFT, GLOSSARY, CONSULATE LIST, GUMMED LABELS.
COMMENT: THIS MATERIAL IS INTENDED TO OFFER SOME SPECIALIZED TRAINING IN COMMERCIAL SPANISH.
MEDIA: KIT.
SOURCE: L. SHULMAN AND HIJO, SPECIALISTS IN SPANISH, 736 WEST 173 STREET, NEW YORK, NY 10032. $3.25.
2001131

TITLE: LEARNING OBJECTIVES IN MARINE MAINTENANCE DIESEL ENGINE. 10 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802), MARITIME OCCUPATIONS (17.22).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN A DIESEL ENGINE MECHANIC HELPER COURSE.
SUBJECT CONTENT: SAFETY, WELDING, HYDRAULICS, NOMENCLATURE, ENGINES, TASKS.
COMMENT: PERFORMANCE OBJECTIVES CHECKLIST TO RECORD TRAINING OF DIESEL ENGINE MECHANIC HELPER STUDENTS.
MEDIA: PRINTED-MATTER, EVALUATION SHEET.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION.
2004151

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS THEY RELATE TO THE PLANNING, MANUFACTURING, ASSEMBLING, TESTING, AND REPAIRING OF PARTS, MECHANISMS, MACHINES, AND STRUCTURES IN WHICH MATERIALS ARE CAST, FORMED, SHAPED, MOLDED, HEAT TREATED, CUT, TWISTED, BENT, PRESSED, STAMPED, FUSED, MARKED, OR OTHERWISE WORKED UPON. INSTRUCTION EMPHASIZES THE ACQUISITION OF KNOWLEDGE, SKILLS, AND UNDERSTANDING WHICH LEAD TO PREPARATION FOR VARIOUS TYPES OF SKILLED AND SEMISKILLED EMPLOYMENT SUCH AS SHEETMETAL MAN, TOOLMAKER, FOUNDRYMAN, WELDER, MILLWRIGHT, PRODUCTION MACHINE-TOOL OPERATOR, PRODUCTION MOLDER, METAL-STAMPING OPERATOR, AND METAL PATTERNMAKER, AS WELL AS HELPER-TYPE JOBS SUCH AS MATERIALS HANDLER, AND MACHINE CLEANUP MAN.

TITLE: HOW TO USE THE VERNIER CALIPER. A PROGRAMMED INSTUCTIONAL UNIT. 31 P. NO DATE.
AUTHOR: SCHULZE, ROBERT ALLEN.
CORPORATE AUTHOR: IOWA SCHOOL FOR THE DEAF.
RELEVANT TO: METALWORKING OCCUPATIONS (17.23).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN MACHINISTS TRAINING. EXTENSIVE USE OF LINE DRAWN ILLUSTRATIONS.
SUBJECT CONTENT: PRETEST, POSTTEST, CALIPER ORIENTATION.
COMMENT: ANSWER KEY INCLUDED. THIS UNIT IS DESIGNED IN A PROGRAMED INSTRUCTION FORMAT AND HAS BEEN USED SUCCESSFULLY AT THE DEVELOPING INSTITUTION. IT IS DESIGNED FOR INDEPENDENT STUDENT USE. MINIMAL READING IS REQUIRED. VERY GOOD ILLUSTRATIONS.
MEDIA: WORKBOOK.
SOURCE: MR. D. Q. DRAKE, VOCATIONAL-TECHNICAL PRINCIPAL, IOWA SCHOOL FOR THE DEAF, COUNCIL BLUFFS, IA 51501. AVAILABLE FOR COSTS OF DUPLICATION AND MAILING. 2003881

TITLE: METAL WORK. 46 P. 06/71.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: METALS (10.14), METALWORKING OCCUPATIONS (17.23).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN METAL WORKING PROGRAMS. OUTSTANDING ILLUSTRATIONS.
SUBJECT CONTENT: MATERIALS, EQUIPMENT, ACTIVITIES.
COMMENT: THE OBJECTIVE OF THE UNIT IS TO EXPOSE STUDENTS TO DIFFERENT METALWORKING OCCUPATIONS AND TO TAKE THEM THROUGH A SIMPLE METALWORKING PROJECT TO FAMILIARIZE THEM WITH BASIC TOOLS, MATERIALS AND PROCEDURES. THERE ARE 21 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS, AND EQUIPMENT MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. THIS UNIT WOULD BE APPLICABLE TO SPECIAL EDUCATION AND REGULAR VOCATIONAL EDUCATION METALS CLASSES. A VERY HIGH QUALITY MATERIAL.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008351

MACHINE TOOL OPERATION: 17.2303

SPECIALIZED LEARNING EXPERIENCES DESIGNED TO PREPARE A SEMISKILLED WORKER TO RUN ONLY ONE MACHINE, E.G., LATHE, GRINDER, DRILL PRESS, MILLING MACHINE, OR SHAPER.

TITLE: BASICS OF METAL LATHE. CASSETTE/SLIDES.
RELEVANT TO: MACHINE TOOL OPERATION (17.2303).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON THE METAL LATHE.
SUBJECT CONTENT: METAL LATHE.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES. 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SOURCE FOR PRICE INFORMATION. 2010181

TITLE: MACHINE TOOLS OPERATION. 19 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), MACHINE TOOL OPERATION (17.2303).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN MACHINE TOOLS TRAINING PROGRAMS.
SUBJECT CONTENT: OPERATIONS AND CONSTRUCTION OF MACHINE TOOLS, SAFETY, SINGLE AND MULTIPLE POINT CUTTING TOOLS, PROJECT EVALUATING, MANPOWER NEEDS IN MACHINE TOOL OCCUPATIONS, CURRENT INDUSTRY PRACTICES.
COMMENT: SERIES OF LESSON PLANS STRESSING BEHAVIORS AND KNOWLEDGE TO BE ACQUIRED. OUTLINE COULD BE USED WITH ANY GROUP.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001822

METAL TRADES: 17.2304

SPECIALIZED LEARNING EXPERIENCES DESIGNED TO PREPARE AN ALL-ROUND METALWORKER CAPABLE OF FABRICATING AND ASSEMBLING A VARIETY OF PRODUCTS IN MANY INDUSTRIES. INSTRUCTION INCLUDES LAYOUT, SEQUENCE OF OPERATIONS, SETTING UP AND OPERATING FABRICATING MACHINES, POSITIONING, ALIGNING, FITTING, AND WELDING PARTS TOGETHER, AND DESIGNING AND CONSTRUCTING TEMPLATES AND FIXTURES.

TITLE: JOB CORPS TRAINING STANDARD FOR MACHINE OPERATOR/MACHINE SETUP MAN. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: METAL TRADES (17.2304).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A MACHINE OPERATOR/MACHINE SETUP MAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006281

SHEET METAL: 17.2305

SPECIALIZED CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH THE LAYOUT, FABRICATION, ERECTION OR INSTALLATION, AND MAINTENANCE OF ITEMS MADE OF STEEL, COPPER, STAINLESS STEEL, AND ALUMINUM SUCH AS VENTILATING, AIR CONDITIONING, AND HEATING DUCTS, KITCHEN EQUIPMENT, SIGNS, FURNITURE, AND SKYLIGHTS. INSTRUCTION EMPHASIZES THE USE OF HANDTOOLS AND MACHINES SUCH AS THE CORNICE BRAKE, FORMING ROLLS, AND SQUARING SHEARS, DRAFTING, AND BLUEPRINT READING.

TITLE: SHEET METAL JOB EVALUATION SHEETS. 6 P. 1971.
RELEVANT TO: SHEET METAL (17.2305).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN METAL SHOP PROGRAMS.
SUBJECT CONTENT: PRACTICE FORM.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVED PERFORMANCE AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004841

TITLE: JOB CORPS TRAINING STANDARD FOR SHEET METAL WORKER. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: SHEET METAL (17.2305).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A SHEET METAL WORKER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006511

WELDING AND CUTTING: 17.2306

SPECIALIZED CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH ALL TYPES OF METAL WELDING, BRAZING, AND FLAME CUTTING. INSTRUCTION EMPHASIZES PROPERTIES OF METALS, BLUEPRINT READING, ELECTRICAL PRINCIPLES, WELDING SYMBOLS, AND MECHANICAL DRAWING.

TITLE: JOB CORPS TRAINING STANDARD FOR WELDER. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: WELDING AND CUTTING (17.2306).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A WELDER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006351

GAS WELDING: 17.230601

SPECIALIZED CLASSROOM AND SHOP LEARNING EXPERIENCES CONCERNED WITH THE USE OF GAS WELDING EQUIPMENT TO WELD METAL PARTS TOGETHER AND PLANNING AND LAYING OUT WORK FROM DRAWINGS, BLUEPRINTS, OR OTHER WRITTEN SPECIFICATIONS.

TITLE: GAS WELDING. CASSETTE/SLIDES.
RELEVANT TO: GAS WELDING (17.230601).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INSTRUCTION ON GAS WELDING.
SUBJECT CONTENT: GAS WELDING.
COMMENT: A TAPE/SLIDE PRESENTATION DESIGNED TO BE USED BY STUDENTS IN A SELF-INSTRUCTIONAL PROGRAM. TAPE IS CLEARLY NARRATED AND EASILY FOLLOWED BY SPECIAL NEEDS STUDENTS. INCLUDES A STUDY GUIDE.
MEDIA: MULTIMEDIA, AUDIO-CASSETTE/SLIDES. 1 CASSETTE, STUDY GUIDE.
SOURCE: W. J. HOPPES, SUPT. OF SCHOOLS, 1820 WASHINGTON ST., FORT BENTON, MT 59442. CONTACT SORCE FOR PRICE INFORMATION.
2010191

PLANNED LEARNING EXPERIENCES CONCERNED WITH RENDERING A VARIETY OF PERSONAL SERVICES RELATED TO THE PHYSICAL APPEARANCE OF INDIVIDUALS. THESE EXPERIENCES INCLUDE GIVING VARIOUS KINDS OF BEAUTY TREATMENT, APPLYING MAKEUP TO FACES OF STUDIO AND STAGE PERFORMERS, ATTENDING CLIENTS TAKING BATHS, ADMINISTERING ELEMENTARY MASSAGE, AND FITTING WIGS.

COSMETOLOGY: 17.2602

CLASSROOM AND PRACTICAL EXPERIENCES CONCERNED WITH A VARIETY OF BEAUTY TREATMENTS, INCLUDING THE CARE AND BEAUTIFICATION OF THE HAIR, COMPLEXION, AND HANDS. INSTRUCTION INCLUDES TRAINING IN GIVING SHAMPOOS, RINSES, AND SCALP TREATMENTS, HAIR STYLING, SETTING, CUTTING, DYEING, TINTING, AND BLEACHING, PERMANENT WAVING, FACIALS, AND MANICURING AND HAND AND ARM MASSAGING. BACTERIOLOGY, ANATOMY, HYGIENE, SANITATION, SALON MANAGEMENT (INCLUDING KEEPING RECORDS), AND CUSTOMER RELATIONS ARE ALSO EMPHASIZED. INSTRUCTION IS DESIGNED TO QUALIFY PUPILS FOR THE LICENSING EXAMINATION.

TITLE: THE DELSO SISTERS, BEAUTICIANS. 96 P. 1965.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: COSMETOLOGY (17.2602).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: COMPREHENSION CHECKS, VOCABULARY, ORIENTATION.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. BOOKLET IN STORY FORM WITH COMPREHENSION CHECKS AT THE CONCLUSION OF EACH CHAPTER. GIVES A GOOD OVERVIEW OF THE BEAUTICIAN'S JOB. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007681

TITLE: COSMETOLOGY. 47 P. 06/71.
AUTHOR: FINLEY, JUNE C.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: COSMETOLOGY (17.2602).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL COSMETOLOGY.
SUBJECT CONTENT: PREVOCATIONAL, ACTIVITIES, MATERIALS.
COMMENT: THIS MATERIAL IS A SERIES OF LEARNING ACTIVITIES DESIGNED TO INTRODUCE STUDENTS TO DIFFERENT ASPECTS OF ELECTRONICS. EACH OF THE 29 LEARNING ACTIVITIES CONTAIN PERFORMANCE OBJECTIVES, NEEDED TOOLS, EQUIPMENT, SUGGESTED PROCEDURES, MATERIALS AND A REFERENCE SECTION. SOME VISUALS INCLUDED WHICH COULD BE USED AS TRANSPARENCY MASTERS. VERY COMPREHENSIVE TREATMENT FOR A PREVOCATIONAL MATERIAL. USEFUL WITH SPECIAL AS WELL AS REGULAR VOCATIONAL EDUCATION STUDENTS. CONTAINS MANPOWER FORECASTS AND INFORMATION ON NEEDED TRAINING AND POTENTIAL EARNINGS.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008291

PLANNED LEARNING EXPERIENCES CONCERNED WITH TRAINING FOR THE PERFORMANCE OF OCCUPATIONS IN LOCAL, STATE, AND FEDERAL GOVERNMENT AGENCIES. THESE OCCUPATIONS USUALLY ARE CONCERNED WITH SPECIALIZED ACTIVITIES LIMITED TO LOCAL, COUNTY, STATE, AND FEDERAL GOVERNMENTS, AND DO NOT OCCUR ELSEWHERE IN THE ECONOMY. TYPICAL ACTIVITIES INCLUDE POLICE AND FIRE PROTECTION, EMERGENCY AND RESCUE SQUAD WORK, SAFETY, SANITATION, TRANSPORTATION, AND SCHOOL BUS DRIVING.

ORGANIZED SPECIALIZED LEARNING EXPERIENCES WHICH INCLUDE THEORY, LABORATORY, AND SHOPWORK AS THEY RELATE TO PLANNING, SELECTING, PURCHASING, PRESERVING, PREPARING, AND SERVING FOOD AND FOOD PRODUCTS. INCLUDED IS THE STUDY OF A VARIETY OF FOODS AND THEIR NUTRITIONAL VALUES, FOOD PROCESSING, QUANTITY COOKING, STORING EQUIPMENT, AND SANITATION IN FOOD HANDLING AND MANAGEMENT. INSTRUCTION EMPHASIZES QUANTITY FOOD SERVICE OCCUPATIONS IN COMMERCIAL FOOD SERVICE ESTABLISHMENTS SUCH AS RESTAURANTS, CAFETERIAS, DRIVE-INS, TEAROOMS, BAKERIES, AND MEAT, FISH, AND POULTRY MARKETS, IN OTHER RETAIL FOOD SHOPS WHICH ARE OPERATED INDEPENDENTLY OR ARE LOCATED IN ENTERPRISES SUCH AS HOTELS, TRAVEL TERMINALS, INDUSTRIAL PLANTS, HOSPITALS, OR CLUBHOUSES, AND IN SPECIAL FOOD SERVICES SUCH AS THOSE ASSOCIATED WITH AIRLINE CATERING OR WITH TAKEOUT FOOD ESTABLISHMENTS. INSTRUCTION IS DESIGNED TO PREPARE PUPILS FOR OCCUPATIONS SUCH AS BAKER, COOK, CHEF, AND MEATCUTTER, OR IN PLANNING, PURCHASING, PREPARING, STORING, AND PRESERVING FOODS, OR FOR SERVICES SUCH AS BUSBOY, WAITER, OR WAITRESS.

TITLE: PREPARE, USE AND CLEAN GRILL. 4 P. 08/70.
AUTHOR: QUINLAN, ROBERT.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOOD SERVICES (04.07), QUANTITY FOOD OCCUPATICNS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, TOOLS, MATERIALS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002831

TITLE: FOOD SERVICES. 30 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: ORIENTATION, TERMINOLOGY, MATERIALS, COOKING PROCEDURES, KITCHEN PROCEDURES, APPLIANCES, STORING, SANITATION, SAFETY, MEAL PLANNING, TABLE SETTING, SERVING.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, ACTIVITIES, FOOD SERVICE TERMINOLOGY, KITCHEN MANAGEMENT, SANITATION, AND TABLE SETTING AND SERVING. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003561

TITLE: LEARNING OBJECTIVES IN FOOD PREPARATION OCCUPATIONS. 80 P. NO DATE.
CORPORATE AUTHOR: ALASKA SKILL CENTER.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN FOOD PREPARATION OCCUPATIONS PROGRAMS.
SUBJECT CONTENT: PIE MAKER (HOTEL AND RESTAURANT), BAKER HELPER, COOK, COOK (HOTEL AN RESTAURANT), SHORT ORDER COOK, BULL COOK.
COMMENT: PERFORMANCE OBJECTIVES CHECKLISTS TO RECORD TRAINING OF STUDENTS IN FOOD PREPARATION OCCUPATIONS PROGRAMS.
MEDIA: PRINTED-MATTER, EVALUATION CHART.
SOURCE: MR. R. D. BOOHER, PROJECT DIRECTOR, ALASKA SKILL CENTER, BOX 615, SEWARD, AK 99664. CONTACT SOURCE FOR PRICE INFORMATION. 2004171

TITLE: FOOD SERVICE. 32 P. 06/71.
AUTHOR: HASTY, LISHA.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN FOOD SERVICES TRAINING PROGRAMS.
SUBJECT CONTENT: RATIONALE, MATERIALS, TOOLS, EQUIPMENT, AND ACTIVITIES.
COMMENT: THIS MATERIAL IS AN OVERVIEW OF DIFFERENT ASPECTS OF THE FOOD SERVICE INDUSTRY. THERE ARE LEARNING ACTIVITIES ON SCOPE OF THE INDUSTRY, TYPES OF FOOD SERVICE OPERATIONS AND TERMINOLOGY. ALSO, THERE ARE LEARNING ACTIVITIES ON HOW TO PERFORM DIFFERENT DUTIES AS A FOOD SERVICE WORKER AND LESSONS ON WAGES, DEDUCTIONS, BENEFITS, TRAINING OPPORTUNITIES AND APTITUDES. THIS IS AN OUTSTANDING MATERIAL WHICH UTILIZES PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES AND A REFERENCE SECTION TO ASSIST THE TEACHER IN PLANNING. MATERIAL IS APPROPRIATE FOR SPECIAL OR REGULAR VOCATIONAL EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008311

TITLE: FOOD SERVICE. 197 P. 07/71.
AUTHOR: FURNEISEN, BARBARA K.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN FOOD SERVICE TRAINING.
SUBJECT CONTENT: FOOD SERVICE ORIENTATION, DINING ROOM PROCEDURES, KITCHEN PROCEDURES, SAFETY, FOOD PORTIONING.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS FOOD SERVICE OCCUPATIONS. VOCABULARY RELEVANT TO THE FOOD SERVICE INDUSTRY IS STRESSED. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010421

BAKER: 17.2901

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES ASSOCIATED WITH THE PREPARATION OF BREAD, CRACKERS, CAKES, PIES, PASTRIES, AND OTHER BAKERY PRODUCTS FOR RETAIL DISTRIBUTION OR FOR CONSUMPTION IN A COMMERCIAL FOOD SERVICE ESTABLISHMENT. INSTRUCTION INCLUDES MAKING, FREEZING, AND HANDLING OF BAKE PRODUCTS, DECORATING, COUNTER DISPLAY, AND PACKAGING OF MERCHANDISE. TRAINING PREPARES THE PUPIL AS AN ALL-ROUND BAKER, ALTHOUGH HE MAY BE EMPLOYED IN THE PRODUCTION OF ANY ONE TYPE OF GOODS SUCH AS PASTRIES.

TITLE: JOB CORPS TRAINING STANDARD FOR BAKER. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: BAKER (17.2901).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A BAKER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006441

TITLE: THE MILLERS AND WILLIE B., BUTCHER, BAKER, CHEF. 96 P. 1965.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT PUBLISHING COMPANY.
RELEVANT TO: BAKER (17.2901), COOK/CHEF (17.2902), MEAT CUTTER (17.2903).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS

STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTICNS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. GIVES A GOOD OVERVIEW OF THE POSITIONS OF BUTCHER, BAKER AND CHEF. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007691

COOK/CHEF: 17.2902

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES CONCERNED WITH THE PREPARATION AND COOKING OF A VARIETY OF FOODS. INCLUDED IS STUDY OF THE USE AND CARE OF EQUIPMENT, FOOD STANDARDS SUCH AS THE SELECTION AND PREPARATION OF FOOD AND THE DETERMINATION OF SIZE OF SERVINGS, SANITATION PROCEDURES, INCLUDING FOOD HANDLING, COOKING METHODS SUCH AS BROILING AND STEAMING, AND PREPARATION OF SPECIAL DISHES SUCH AS SOUPS, SALADS, GARNISHES, SOUFFLES, AND MERINGUES. ALTHOUGH THE PUPIL QUALIFIES AS AN ALL-AROUND WORKER, HE MAY, DEPENDING ON THE SIZE OF THE ESTABLISHMENT, SPECIALIZE IN PREPARATION OF SPECIFIC TYPES OF FOODS, E.G., MEATS, VEGETABLES, OR SAUCES.

TITLE: GUIDE FOR COURSE OF STUDY FOR COOK. (HOTEL AND RESTAURANT). 118 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: COOK/CHEF (17.2902).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ALL HANDICAPPED AND DISADVANTAGED AT THE SECONDARY OR POSTSECONDARY LEVEL IN CHEF OR CHEF'S HELPER TRAINING. NO ILLUSTRATIONS.
SUBJECT CONTENT: COURSE OUTLINE, NUTRITION, SAFETY, EQUIPMENT, FOOD PREPARATION, FOOD PRODUCTS, MATHEMATICS, COMMUNICATIONS, GLOSSARY.
COMMENT: PUBLICATION WRITTEN ON A VERY BASIC PRACTICAL LEVEL. CONTAINS A SERIES OF LESSON PLANS IN ALL PHASES OF FOOD PREPARATION AND COMMERCIAL KITCHEN PRACTICES. USE OF QUANTITY COOKING EQUIPMENT AND METHODS STRESSED. MUCH OF THE MATERIAL SEEMS VERY APPLICABLE TO FUNDAMENTAL HOME ECONOMICS AND THE BOOK COULD BE USED WITH STUDENTS WITH LIMITED VOCABULARY. USE OF KITCHEN INSPECTION SHEET COULD BE MOST USEFUL TO COMMUNITY WORK PLACEMENT SUPERVISORS. CONTAINS A RELATED BASIC EDUCATION SECTION AS WELL AS A GLOSSARY OF NEEDED VOCABULARY.
MEDIA: GUIDEBOOK.
SOURCE: MRS. FRANCES S. MC DONOUGH, SUPERVISOR OF CURRICULUM DEVELOPMENT, MDTA, 598 JAMES ROBERTSON PARKWAY, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION.
2000021

TITLE: DRIVE-IN RESTAURANT SHORT ORDER COOK. 4 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: COOK/CHEF (17.2902).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A DRIVE-IN RESTAURANT SHORT ORDER COOK. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002671

TITLE: JOB CORPS TRAINING STANDARD FOR COOK. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COOK/CHEF (17.2902).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB

TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A COOK. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006211

TITLE: THE MILLERS AND WILLIE B., BUTCHER, BAKER, CHEF. 96 P. 1965.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT PUBLISHING COMPANY.
RELEVANT TO: BAKER (17.2901), COOK/CHEF (17.2902), MEAT CUTTER (17.2903).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. GIVES A GOOD OVERVIEW OF THE POSITIONS OF BUTCHER, BAKER AND CHEF. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007691

MEAT CUTTER: 17.2903

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES CONCERNED WITH THE CUTTING, TRIMMING, AND PREPARATION OF CARCASSES AND CONSUMER-SIZE PORTIONS FOR SALE BY WHOLESALE OR RETAIL ESTABLISHMENTS, OR FOR COOKING IN A FOOD SERVICE ESTABLISHMENT. INSTRUCTION IS PROVIDED IN THE USE OF CERTAIN MEATCUTTING TOOLS, IDENTIFICATION OF AND TECHNIQUES USED IN CUTTING DIFFERENT CUTS OF MEATS, DRESSING POULTRY, PROCESSING FISH, COUNTER DISPLAY, AND REFRIGERATION OF MEATS, POULTRY, AND FISH.

TITLE: JOB CORPS TRAINING STANDARD FOR MEAT CUTTER. 16 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: MEAT CUTTER (17.2903).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A MEAT CUTTER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006491

TITLE: THE MILLERS AND WILLIE B., BUTCHER, BAKER, CHEF. 96 P. 1965.
AUTHOR: LERNER, LILLIAN, AND MARGARET MOLLER.
CORPORATE AUTHOR: FOLLETT PUBLISHING COMPANY.
RELEVANT TO: BAKER (17.2901), COOK/CHEF (17.2902), MEAT CUTTER (17.2903).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTICNS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. GEARED TO APPROXIMATELY FOURTH - SIXTH GRADE READING LEVELS. GIVES A GOOD OVERVIEW OF THE POSITIONS OF BUTCHER, BAKER AND CHEF. A TEACHER'S GUIDE AND ANSWER KEY BY THE SAME PUBLISHER ACCOMPANIES THIS WORKBOOK.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007691

SPECIALIZED CLASSROOM AND PRACTICAL WORK EXPERIENCES IN TABLE PREPARATION, FOOD HANDLING, AND SERVING. INSTRUCTION IS PROVIDED IN PERSONAL CLEANLINESS AND APPEARANCE, SANITARY HANDLING OF FOOD AND EQUIPMENT, SETTING A TABLE, RECEIVING AND SEATING GUESTS, TAKING ORDERS AND INTERPRETING THE MENU, CARRYING THE TRAY AND DISHES, PLACING ORDERS IN THE KITCHEN, SERVING PROCEDURES, MAKING OUT CHECKS, ACCEPTING MONEY AND MAKING CHANGE FOR CHECKS, AND PROPER RELATIONS WITH FELLOW EMPLOYEES AND CUSTOMERS.

TITLE: TAKING AN ORDER. 2 P. 1970.
AUTHOR: GUTHEIL, BARBARA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: WAITER/WAITRESS (17.2904).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TOOLS, TASKS, PREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002181

TITLE: LABORATORY PROJECT IN SERVING NOON MEAL. 4 P. 1970.
AUTHOR: FAULKNER, M.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: WAITER/WAITRESS (17.2904).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: TASKS, PREREQUISITIES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002191

TITLE: DINING ROOM WAITER OR WAITRESS. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: WAITER/WAITRESS (17.2904).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS AND LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A COMPETENT DINING ROOM WAITER OR WAITRESS. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK. THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002571

TITLE: JOB CORPS TRAINING STANDARD FOR WAITER. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: WAITER/WAITRESS (17.2904).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A WAITER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.

MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006341

OTHER QUANTITY FOOD OCCUPATIONS: 17.2999

INCLUDE HERE OTHER ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES EMPHASIZED IN QUANTITY FOOD OCCUPATIONS WHICH ARE NOT LISTED ABOVE.

TITLE: COMMERCIAL DISHWASHER. 2 P. 08/71.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: OTHER QUANTITY FOOD OCCUPATIONS (17.2999).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: ORIENTATION, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION.
2002461

TITLE: HOW TO BE A DISHWASHER, NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: OTHER QUANTITY FOOD OCCUPATIONS (17.2999).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: DEVELOPMENT, SAFETY, ARTS/CRAFTS, PROMOTION, MATERIALS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, SKILL AND PERSONAL DEVELOPMENT EVALUATION SHEETS FOR STUDENTS AND A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS OF QUITE POOR REPRODUCTION QUALITY AND DIFFICULT TO READ. THIS MAY OR MAY NOT BE TRUE OF OTHER COPIES.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE.
2003551

TITLE: A COURSE OF INSTRUCTION FOR THE TRAINING OF DISHMACHINE OPERATORS. 6 P. 01/72.
CORPORATE AUTHOR: CORPUS CHRISTI STATE SCHOOL.
RELEVANT TO: OTHER QUANTITY FOOD OCCUPATIONS (17.2999).
ORIENTATION: TEACHER OR WORK SUPERVISOR ORIENTED MATERIAL WHICH CAN BE USED WITH SECONDARY OR POSTSECONDARY SPECIAL NEEDS STUDENTS IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PROGRAMS.
SUBJECT CONTENT: DISHWASHING, WARE-WASHING, SANITATION, SAFETY.
COMMENT: THIS MATERIAL VERY THOROUGHLY BREAKS DOWN THE JOB OF A DISHWASHER OPERATOR INTO A SEQUENTIAL SET OF LEARNING ACTIVITIES. STANDARDS OF PERFORMANCE FOR EACH ACTIVITY ARE GIVEN AND INSTRUCTIONAL TECHNIQUES ARE SUGGESTED.
MEDIA: GUIDEBOOK.
SOURCE: MR. T. BOAZ, DEAN, TECHNICAL-VOCATIONAL EDUCATION, DEL MAR COLLEGE, 101 BALDWIN, CORPUS CHRISTI, TX 78404. AVAILABLE FOR COST OF DUPLICATION AND MAILING.
2003641

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH COMMERCIAL CHILLING AND FREEZING SYSTEMS, INCLUDING THEORY, APPLICATION, AND OPERATION OF COMPRESSORS, EXPANSION AND FLOAT VALVES, THERMOSTATS, AND PRESSURE CONTROLS, DIAGNOSING, OVERHAULING, AND TESTING METHODS AND PROCEDURES, CHARGING AND DISCHARGING SYSTEMS WITH REFRIGERANTS, AND TESTING HERMETIC UNITS, RELAYS, AND OVERLOAD DEVICES.

TITLE: JOB CORPS TRAINING STANDARD FOR AIR CONDITIONING AND REFRIGERATION MECHANIC. 19 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: COOLING (17.0101), REFRIGERATION (17.30).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A AIR CONDITIONING AND REFRIGERATION MECHANIC. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006521

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH MAINTAINING AND REPAIRING A VARIETY OF SMALL ENGINES USED ON PORTABLE POWER EQUIPMENT, E.G., LAWNMOWERS, OUTBOARD MOTORBOATS, CHAIN SAWS, AND ROTOTILLERS. INSTRUCTION INCLUDES PRINCIPLES OF INTERNAL-COMBUSTION ENGINE OPERATION, READING TECHNICAL MANUALS, AND CUSTOMER RELATIONS.

TITLE: LABORATORY PROJECT IN SETTING UP A LAWN MOWER. 5 P. 08/70.
AUTHOR: FRENCH, BYRON.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS, PREREQUISITES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002431

TITLE: SMALL ENGINE REPAIR JOB EVALUATION SHEETS. 6 P. 1971.
RELEVANT TO: SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN SMALL ENGINE REPAIR PROGRAMS.
SUBJECT CONTENT: VALVES, CONNECTING ROD BEARINGS, PISTONS/RINGS, CYLINDER, EQUIPMENT, PRACTICE FORMS.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. DIFFERENT ITEMS ARE ASKED STUDENTS TO TEST THEIR KNOWLEDGE. STUDENTS ARE ALLOWED TO REPLY VERBALLY OR DEMONSTRATE. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT.
2004861

TITLE: JOB CORPS TRAINING STANDARD FOR SMALL GAS ENGINE REPAIR. 18 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
SUBJECT CONTENT: STANDARDS/EVALUATION CHART.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A SMALL GAS ENGINE REPAIRMAN. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006541

TITLE: POWER MECHANICS. 97 P. 06/71.
AUTHOR: SANDERS, HARRY E.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: DIESEL MECHANIC (17.12), AUTOMOTIVE SERVICES (17.03), MAINTENANCE (17.100301), SMALL ENGINE REPAIR (INTERNAL COMBUSTION) (17.31), POWER/AUTOMOTIVE MECHANICS (10.16), SHIP AND BOAT OPERATION AND MAINTENANCE (17.0802).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN POWER MECHANICS PROGRAMS.
SUBJECT CONTENT: ORIENTATION, ACTIVITIES, REFERENCES, TOOL PRICES.
COMMENT: THE OBJECTIVE OF THIS UNIT IS TO EXPOSE STUDENTS TO THE JOB OPPORTUNITIES, WORKING CONDITIONS AND SALARY AND WORK TASKS. CONNECTED WITH CAREERS IN POWER MECHANICS. THERE ARE 12 LEARNING ACTIVITIES OUTLINED. EACH ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, NEEDED TOOLS AND EQUIPMENT, MATERIALS, SUGGESTED PROCEDURES, REFERENCES AND EXCELLENT ILLUSTRATIONS WHICH CAN BE USED AS TRANSPARENCY MASTERS. A POWER MECHANIC'S EQUIPMENT AND TOOLS LIST IS ATTACHED. A VERY HIGH QUALITY, SELF-CONTAINED INSTRUCTIONAL UNIT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE

DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008371

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH ALL ASPECTS OF THE FABRICATION OF TEXTILES AND KINDRED MATERIALS. INSTRUCTION EMPHASIZES THE FABRICATION AND REPAIR OF GARMENTS CONSTRUCTED OF COTTON, WOOL, SYNTHETIC FIBERS, OR FUR, APPAREL ACCESSORIES, E.G., HANDBAGS, BELTS, SHOES, AND GLOVES, WHITE GOODS SUCH AS SHEETS AND PILLOWCASES AND FURNISHINGS, SUCH AS SLIPCOVERS, DRAPES.

TITLE: TEXTILES. 30 P. 06/71.
AUTHOR: TAYLOR, W.C.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: TEXTILE PRODUCTION AND FABRICATION (17.33), CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202).
ORIENTATION: PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH SECONDARY AND POSTSECONDARY SPECIAL NEEDS STUDENTS IN PREVOCATIONAL PROGRAMMING.
SUBJECT CONTENT: PREVOCATIONAL, TEXTILE SAFETY, TRANSPARENCY LIST, TRAINING REQUIREMENTS, PERSONNEL SPECIFICATIONS, WAGE SCALES, TERMINOLOGY, SUMMARY.
COMMENT: MATERIAL CONTAINS A WORLD OF WORK UNIT ALONG WITH A LISTING OF RESOURCES WHICH ARE NECESSARY TO TEACH DIFFERENT VOCATIONAL PROGRAMS. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008441

OTHER TEXTILE PRODUCTION AND FABRICATION: 17.3399

INCLUDE HERE OTHER ORGANIZED SUBJECT MATTER AND LEARNING EXPERIENCES EMPHASIZED IN TEXTILE PRODUCTION AND FABRICATION WHICH ARE NOT LISTED ABOVE.

TITLE: DRAPERY MAKING - 1. 196 P. 04/70.
AUTHOR: KANE, CATHERINE.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: OTHER TEXTILE PRODUCTION AND FABRICATION (17.3399), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN DRAPERY MAKING COURSES.
SUBJECT CONTENT: DRAPERY MAKING ORIENTATION, WORK AND SAFETY HABITS, TOOLS AND EQUIPMENT, FABRICS.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS DRAPERY MAKING. VOCABULARY AND ARITHMETIC SKILLS ARE ALSO STRESSED DURING THE COURSE OF WORK. TEACHER MODIFICATION NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010431

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH ALL ASPECTS OF UPHOLSTERING, INCLUDING FURNITURE, AUTOMOBILE SEATS, CASKETS, MATTRESSES, AND BEDSPRINGS. INSTRUCTION INCLUDES HISTORY AND STYLES OF FURNITURE, INSTALLING, REPAIRING, ARRANGING AND SECURING SPRINGS, FILLER, PADDING, AND COVERING MATERIAL, PATTERNMAKING, CUTTING, SEWING, AND TRIMMING, OUTSIDE COVERINGS, CUSHION FILLING, STYLING AND DESIGNING TUFTING AND BUTTONING, AND WOOD REFINISHING.

TITLE: GUIDE FOR COURSE OF STUDY FOR UPHOLSTERER. 55 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE DEPARTMENT OF EDUCATION, DIVISION OF VOCATIONAL TECHNICAL EDUCATION.
RELEVANT TO: UPHOLSTERING (17.35).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ALL HANDICAPPED AND DISADVANTAGED AT THE SECONDARY OR POSTSECONDARY LEVEL IN UPHOLSTERER TRAINING. NO ILLUSTRATIONS.
SUBJECT CONTENT: COURSE OUTLINE, ORIENTATION, SHOP PROCEDURES, EMPLOYMENT, UPHOLSTERING BASICS, COLOR, GLOSSARY.
COMMENT: PUBLICATION WRITTEN ON A VERY PRACTICAL BASIC LEVEL. CONTAINS A SERIES OF LESSON PLANS WHICH STRESS NEEDED SKILLS IN UPHOLSTERY. CONTAINS A RELATED BASIC EDUCATION SECTION AS WELL AS A GLOSSARY OF NEEDED VOCABULARY. COULD BE USED WITH LIMITED VOCABULARY STUDENTS SUCCESSFULLY. MAY BE OF INTEREST TO SHELTERED WORKSHOP PERSONNEL AS WELL AS THOSE TRAINING FOR COMMERCIAL PLACEMENT.
MEDIA: GUIDEBOOK.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION. 2000041

TITLE: JOB CORPS TRAINING STANDARD FOR FURNITURE UPHOLSTERER. 15 P. 08/69.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: UPHOLSTERING (17.35).
ORIENTATION: TEACHER OR EVALUATOR ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A JOB TRAINING PROGRAM. PERFORMANCE OBJECTIVES TIED TO THE D.O.T. CODE REQUIREMENTS.
COMMENT: USE AS A CURRICULUM GUIDE. CONTAINS SET OF CHARTS WHICH EVALUATE TRAINEE'S PROGRESS IN MASTERING COMPETENCIES NEEDED TO BECOME A FURNITURE UPHOLSTERER. ALSO CONTAINS PERFORMANCE OBJECTIVES FOR RELATED BASIC EDUCATION.
MEDIA: GUIDEBOOK.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006251

CLASSROOM AND SHOP EXPERIENCES CONCERNED WITH WOODWORKING OCCUPATIONS OTHER THAN CONSTRUCTION CARPENTRY. INSTRUCTION EMPHASIZED LAYING OUT AND SHAPING STOCK, ASSEMBLING COMPLETE WOODEN ARTICLES OR SUB-ASSEMBLIES, MARKING, BINDING, SAWING, CARVING, AND SANDING WOOD PRODUCTS, AND REPAIRING WOODEN ARTICLES. ALSO EMPHASIZED ARE VARIOUS HAND AND POWER TOOLS AND THEIR USES.

TITLE: WOODSHOP TOOLS USE JOB EVALUATION SHEETS. 7 P. 1971.
RELEVANT TO: WOODS (10.19), WOODWORKING OCCUPATIONS (17.36).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED PERSONS AT THE SECONDARY LEVEL IN WOODSHOP COURSES.
SUBJECT CONTENT: EQUIPMENT, PRACTICE FORMS.
COMMENT: THIS SERIES OF SHEETS PROVIDES A MEANS TO RECORD TEACHER ASSESSMENTS OF STUDENT PROGRESS BY RECORDING SUCCESSFUL COMPLETION OF BEHAVIORAL OBJECTIVES. A SERIES OF SKILLS ARE GIVEN AND A COLUMN IS PROVIDED FOR DATE OF APPROVED PERFORMANCE AND THE SUPERVISOR'S INITIALS. A GOOD IDEA FOR WORK EXPERIENCE PROGRAMS.
MEDIA: WORKBOOK.
SOURCE: SPECIAL NEEDS PROGRAM COORDINATOR, DIVERSIFIED OCCUPATIONS, BARRE VOC. TECH. CENTER, BARRE, VT. 2004871

MILLWORK AND CABINET MAKING: 17.3601

SPECIALIZED CLASS AND PRACTICAL WORK EXPERIENCES CONCERNED WITH MASS PRODUCTION OF PRODUCTS SUCH AS WINDOW FRAMES, MOLDINGS, TRIM, AND PANELS: AND WITH MAKING SUCH PRODUCTS AS FURNITURE, STORE FIXTURES, KITCHEN CABINETS, AND OFFICE EQUIPMENT. INSTRUCTION INCLUDES TRAINING IN CUTTING, SHAPING, AND ASSEMBLING PARTS BY MEANS OF HANDTOOLS AND WOODWORKING MACHINES, REFINISHING FURNITURE, INSTALLING HARDWARE, E.G., HINGES, CATCHES, AND DRAWER PULLS, PLANNING LAYOUTS, BLUEPRINT READING, DRAFTING, AND FEATURES OF VARIOUS KINDS OF WOODS.

TITLE: CABINETMAKER. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: MILLWORK AND CABINET MAKING (17.3601).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER STUDENTS REQUIRING VERY DETAILED WORK SUPERVISION IN SECONDARY PROGRAMS OF JOB EXPLORATION. MATERIAL IS A TASK ANALYSIS LISTING SHEET.
SUBJECT CONTENT: ORIENTATION, TASK SHEET.
COMMENT: THIS MATERIAL CONTAINS A DETAILED AND SEQUENTIAL LISTING OF THE TASKS A WORKER MUST PERFORM TO BE A CABINETMAKER. FREQUENCY AND TYPE OF PERFORMANCE ARE RATED AS TO LEARNING DIFFICULTY. TYPE OF PERFORMANCE IS CLASSIFIED USING DESCRIPTORS SUCH AS RECALL, DISCRIMINATION AND MANIPULATIVE. MATERIAL WOULD SEEM TO BE GENERALIZABLE TO ANY REHABILITATION WORK THE MATERIAL WAS DEVELOPED UNDER A U.S.O.E. GRANT FROM THE BUREAU FOR EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER, TASK ANALYSIS.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002661

THIS CATEGORY INCLUDES LEARNING EXPERIENCES THAT ARE CONCERNED WITH THE KNOWLEDGES, SKILLS, APPRECIATIONS, ATTITUDES, AND BEHAVIORAL CHARACTERISTICS CONSIDERED TO BE NEEDED BY ALL PUPILS IN TERMS OF THE BROAD EDUCATIONAL OUTCOMES WHICH SHOULD BE ACHIEVED BY ALL PUPILS TO THE LIMITS OF THEIR CAPACITIES DURING THEIR SCHOOL YEARS.

LEARNING EXPERIENCES CONCERNED WITH CAREER AWARENESS ACTIVITIES.

TITLE: CHARLES LIVES AND WORKS. 32 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL OR WORLD OF WORK AND DAILY LIVING PROGRAMS.
SUBJECT CONTENT: JOB HUNTING, BANKING, BUDGETING.
COMMENT: THIS WORKBOOK FEATURES READING SELECTIONS IN STORY FORM WITH STUDENT PROBLEMS ON EACH SECTION. STORIES HAVE THEMES SUCH AS SELECTING A JOB, APPLYING FOR A JOB, SOCIAL SECURITY, JOB APPLICATIONS, PAY CHECKS, APARTMENTS, CARS, CHECKS, BUDGETING. COULD BE USED BY STUDENTS WITH SIXTH GRADE READING LEVEL WITH LITTLE TEACHER ASSISTANCE.
MEDIA: WORKBOOK.
SOURCE: VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TN 37130. CONTACT SOURCE FOR PRICE INFORMATION. 2001001

TITLE: CAREER EDUCATION TRANSPARENCIES FOR TEACHING HEARING IMPAIRED CHILDREN. 200 P. 11/71.
AUTHOR: WYMAN, RAYMOND, AND OTHERS.
CORPORATE AUTHOR: THE NORTHEAST REGIONAL MEDIA CENTER FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED ESPECIALLY WITH THE DEAF IN SCHOOLS OF TRAINING.
SUBJECT CONTENT: DEAF, LESSON PLANS, REHABILITATION, HOW TO KEEP YOUR JOB, VOCABULARY LIST, ROLE-PLAYING.
COMMENT: THIS SET OF 200 TRANSPARENCIES ON CAREER EDUCATION WAS DESIGNED FOR USE IN SCHOOL FOR THE DEAF, BUT MANY OF THE LESSONS OR INDIVIDUAL TRANSPARENCIES COULD ALSO BE USED BY REHABILITATION AGENCIES, OR BY PARENTS' ORGANIZATIONS TO AID IN DEVELOPING AN AWARENESS OF THE SKILLS AND KNOWLEDGE NEEDED BY HEARING-IMPAIRED PEOPLE IN THE WORLD OF WORK. THIS SERIES ENTITLED, 'HOW TO KEEP YOUR JOB', DEALS IN TOPICS WHICH YOUNG DEAF PEOPLE SHOULD KNOW IN ORDER TO ADJUST TO THE HEARING WORLD OF WORK.
MEDIA: MULTIMEDIA, TRANSPARENCIES, WORKBOOK.
SOURCE: MEDIA SERVICES AND CAPTIONED FILMS, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, DC 20201. CONTACT SOURCE FOR PRICE INFORMATION. 2001021

TITLE: SAVINGS AND CHECKING ACCOUNTS. 22 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION OR PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: SAVINGS ACCOUNT, CHECKING ACCOUNT, EXERCISES.
COMMENT: AFTER STUDYING THIS UNIT, THE STUDENT SHOULD BE ABLE TO SIGN A SIGNATURE CARD USING HIS FULL NAME, CORRECTLY FILL OUT DEPOSIT SLIPS AND WITHDRAWAL SLIPS, KEEP AND ACCURATE REGISTER, AND BE ABLE TO WRITE A PERSONAL CHECK. THE READING LEVEL OF THIS MATERIAL IS APPROXIMATELY SEVENTH GRADE.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001051

TITLE: CREDIT. 26 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN PREVOCATIONAL TRAINING PROGRAM.
SUBJECT CONTENT: CREDIT CARD ORIENTATION, LOAN FORMS, CREDIT.
COMMENT: A SEVENTH OR EIGHTH GRADE READING LEVEL IS REQUIRED.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001061

TITLE: ORIENTATION TO THE WORLD OF WORK PART TWO. 212 P. 01/71.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), HOME ECONOMICS (09.).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A COUNSELING OR WORLD OF WORK AND DAILY LIVING PROGRAM. A NUMBER OF VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS ARE INCLUDED.
SUBJECT CONTENT: HOME ECONOMICS ORIENTATION, LABOR, MONEY, JOB APPLICATION, JOB SUCCESS, ECONOMY, CIVIC RESPONSIBILITIES, PERSONAL MANAGEMENT, CONSUMER EDUCATION, PERSONAL ADJUSTMENT, FILL-INS.
COMMENT: THE MATERIAL IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. WELL ILLUSTRATED WITH LINE DRAWINGS. WOULD BE A GOOD BASIC TEXT IN A WORK EXPERIENCE PROGRAM.
MEDIA: WORKBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001241

TITLE: BUDGETING. 5 P. 1970.
AUTHOR: ROSS, PRISCILLA.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), CONSUMER EDUCATION (09.0104).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. THE UNIT'S OVERALL GOAL IS THAT 'GIVEN A WEEKLY 'TAKE HOME PAY', THE STUDENT WILL CONSTRUCT A BUDGET, TO COVER A 1 MONTH PERIOD, INCLUDING LONG-RANGE EXPENSES, WITH 80 PER CENT ACCURACY.'
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002031

TITLE: FOOD BUDGETING. 5 P. 1970.
AUTHOR: REILLY, CONNIE.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: FOODS AND NUTRITION (09.0107), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN CONSUMER ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED. THE UNIT'S OVERALL GOAL IS THAT 'GIVEN A SPECIFIC AMOUNT OF MONEY FOR FOOD FOR ONE WEEK, THE STUDENT WILL MAKE A LIST OF THE FOOD HE WILL BUY, AND THE COST OF EACH ITEM. HE MUST INCLUDE IN THIS LIST FOOD WHICH WILL MEET THE REQUIREMENTS OF A NUTRITIONALLY BALANCED DIET, ACCORDING TO PREVIOUSLY CHARTED STANDARDS WITH 75 PER CENT ACCURACY.'
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002041

TITLE: GENERAL BUDGETING: FOR TRANSPORTATION. 3 P. 1970.
AUTHOR: TYLER, RICHARD.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CONSUMER EDUCATION (09.0104), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH THE EDUCABLE MENTALLY RETARDED OR OTHER GROUPS AT THE SECONDARY LEVEL IN HOME ECONOMICS.
SUBJECT CONTENT: PRETEST, STUDENT ACTIVITIES, TEACHING/LEARNING RESOURCES, POSTTEST.
COMMENT: THIS MATERIAL CONTAINS PRESCRIBED ACTIVITIES FOR TEACHERS AND STUDENTS. LEARNER OBJECTIVES FOR THE UNIT ARE ACCOMPANIED BY PRE AND POST TESTS. IT WAS SPECIFICALLY DEVELOPED FOR USE WITH RETARDED YOUNGSTERS RECEIVING VOCATIONAL TRAINING IN VERMONT'S VOCATIONAL SKILL CENTERS. U.S.O.E. FUNDING WAS FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED. THE UNIT'S OVERALL GOALS ARE: (1) THE STUDENT WILL IDENTIFY METHODS OF TRANSPORTATION AVAILABLE, (2) THE STUDENT WILL FIGURE TRANSPORTATION COSTS WHEN SELECTING A JOB.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002051

TITLE: ORIENTATION TO THE WORLD OF WORK. UNIT: USING THE TELEPHONE. 29 P. 11/71.
AUTHOR: SPARKS, MAVIS C.
CORPORATE AUTHOR: INSTRUCTIONAL MATERIALS LABORATORY, DEPARTMENT OF VOCATIONAL EDUCATION, COLLEGE OF EDUCATION, UNIVERSITY OF KENTUCKY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER OR STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SECONDARY SPECIAL NEEDS STUDENTS IN A PREVOCATIONAL PROGRAM.
SUBJECT CONTENT: ORIENTATION, TEACHING/LEARNING ACTIVITIES.
COMMENT: VERY EXCELLENT UNIT FOR TEACHER OR STUDENT. TEACHERS MIGHT USE IT AS A VERY DETAILED GUIDE ON HOW TO TEACH A UNIT ON USE OF THE TELEPHONE OR MANY PARTS COULD BE RECORDED FOR STUDENTS TO USE IN CASSETTE OR OPEN REEL FORM. MATERIAL CONTAINS SAMPLES OF APPROPRIATE CONVERSATIONS, SUGGESTED TEACHING LEARNING ACTIVITIES, SIMULATED ACTIVITIES, CASES, SUPPLEMENTARY TEACHING MATERIALS, SUGGESTED CONTENT, PRINTED MATERIAL, EVALUATION ITEMS. USE OF PHONE, TAKING MESSAGES, USING THE DIRECTORY, LONG DISTANCE CALLS AND SWITCHBOARDS ARE ALL DISCUSSED. SEE TELEPHONE TRAINING UNIT TRANSPARENCY MASTERS FROM SAME SOURCE.
MEDIA: GUIDEBOOK.
SOURCE: MRS. M. C. SPARKS, SPECIAL, DISADVANTAGED/HANDICAPPED, 151 TAYLOR ED BLDG, UNIVERSITY OF KENTUCKY, LEXINGTON, KY 40506. VERY LIMITED AVAILABILITY. AUTHOR WILL SEND COPIES TO STATE SUPERVISORS FOR UNLIMITED RE-DUPLICATION. TEACHERS ARE REQUESTED TO USE THEIR STATE SUPERVISOR TO RECEIVE COPIES. 2003181

TITLE: ORIENTATION TO THE WORLD OF WORK. TELEPHONE TRAINING UNIT. 21 P. 01/72.
AUTHOR: SPARKS, MAVIS C.
CORPORATE AUTHOR: INSTRUCTIONAL MATERIALS LABORATORY, DEPARTMENT OF VOCATIONAL EDUCATION, COLLEGE OF EDUCATION, UNIVERSITY OF KENTUCKY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SECONDARY SPECIAL NEEDS STUDENTS IN A PREVOCATIONAL PROGRAM.
SUBJECT CONTENT: ORIENTATION, TRANSPARENCY/TELEPHONE.
COMMENT: EXCELLENT TRANSPARENCY MASTERS WHICH CAN BE USED WITH OR WITHOUT THE ACCOMPANYING UNIT 'ORIENTATION TO THE WORLD OF WORK. UNIT: USING THE TELEPHONE.' VERY GOOD QUALITY REPRODUCTION. TRANSPARENCIES COVER LEAVING MESSAGES, PROPER PRONUNCIATION OF NUMBERS, LONG DISTANCE CALLS OF ALL SORTS, USING THE TELEPHONE DIRECTORY AND TIME ZONES.
MEDIA: PRINTED-MATTER, TRANSPARENCY MASTERS.
SOURCE: MRS. M. C. SPARKS, SPECIAL, DISADVANTAGED/HANDICAPPED, 151 TAYLOR ED BLDG., UNIVERSITY OF KENTUCKY, LEXINGTON, KY 40506. VERY LIMITED AVAILABILITY. AUTHOR WILL SEND COPIES TO STATE SUPERVISORS FOR UNLIMITED RE-DUPLICATION. TEACHERS ARE REQUESTED TO USE THEIR STATE SUPERVISOR TO RECEIVE COPIES. 2003191

TITLE: CAREER ACTIVITIES FOR THE BLIND. 15 P. 10/71.
CORPORATE AUTHOR: OFFICE OF EDUCATION, SANTA CRUZ COUNTY.
RELEVANT TO: VISUAL (19.020105), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH VISUALLY HANDICAPPED STUDENTS AT THE JUNIOR HIGH LEVEL IN OCCUPATIONS EXPLORATION PROGRAMS.
SUBJECT CONTENT: WANT ADS, TAPES, RECORDS, CAREER IDENTIFICATION GAMES, PUBLIC RELATIONS AGENCY, CAREER INFORMATION SERVICE.
COMMENT: THE OBJECTIVE IN PREPARING THIS DOCUMENT WAS TO PRODUCE A BOOK OF IDEAS FOR RESOURCE, ITINERANT, AND REGULAR TEACHERS OF THE VISUALLY HANDICAPPED. CONTAINS A NUMBER OF GAME TYPE ACTIVITIES THAT STIMULATE INTEREST IN DIFFERENT CAREERS. ACTIVITIES STRESS TACTILE AND AUDITORY EXPERIENCES. THIS CENTER WILL HAVE HOME ECONOMICS AND WOODWORKING GUIDES FOR VISUALLY HANDICAPPED STUDENTS BY THE FALL OF 1972. THERE WILL BE 500 COPIES OF EACH DOCUMENT. EVALUATION OF MATERIALS IS PRESENTLY UNDERWAY.
MEDIA: PAMPHLET.
SOURCE: RICHARD STRUCK, DIRECTOR OF PROGRAMS FOR EXCEPTIONAL CHILDREN SANTA CRUZ CO. SCHOOLS OFC., 701 OCEAN STREET, SANTA CRUZ, CA 95060. AVAILABLE FOR COST OF DUPLICATION AND MAILING. 2003461

TITLE: 50 CONCEPTS ON BECOMING RESPONSIBLE FOR PERSONAL CARE. 99 P. NO DATE.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), GENERAL HEALTH EDUCATION (08.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED IN DESIGNING INSTRUCTION FOR SECONDARY AND POSTSECONDARY STUDENTS IN PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: CONCEPTS, RESPONSIBLE, PERSONAL CARE.
COMMENT: THE 50 CONCEPTS ARE WRITTEN FOR SECONDARY STUDENTS AND ADULTS FUNCTIONING ON AN ELEMENTARY LEVEL ACADEMICALLY. THE DETAILED MANNER IN WHICH THE CONCEPTS ARE WRITTEN IS AN ATTEMPT TO PROVIDE REALISTIC INFORMATION FOR THE TEACHING OF BECOMING RESPONSIBLE, APPEARANCE, MANNER, GOOD HEALTH, AND GROWING-UP. TEACHING CONCEPTS INCLUDE DETAILED TEACHER INSTRUCTION, MATERIALS, AND TESTS.

MEDIA: GUIDEBOOK.
SOURCE: MR. R. F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003521

TITLE: HOW TO GET A JOB AND HOLD IT. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, TEACHING METHODS, HEALTH, SAFETY, JOB POSSIBILITY, FILMSTRIPS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, PROVIDES A LIST OF STUDENT ACTIVITIES AND HAS A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003601

TITLE: VOCATIONAL PREPAREDNESS, 28 P. NO DATE.
AUTHOR: HAUGH, RICHARD.
CORPORATE AUTHOR: QUINCY PUBLIC SCHOOLS, ILLINOIS.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH CAN BE USED WITH SECONDARY SPECIAL NEEDS STUDENTS IN PREVOCATIONAL CLASSES.
SUBJECT CONTENT: OCCUPATIONAL OUTLOOK, BUSINESS LETTERS, JOB APPLICATION, INTERVIEW, PRACTICE FORMS.
COMMENT: THE SECTIONS OF THIS MATERIAL WHICH DEAL WITH 'YOUR VOCATION' AND 'THE BUSINESS LETTER' ARE POINTED TO A TEACHER AUDIENCE. THESE SECTIONS DEAL WITH 'HOW-TO-TEACH'. THE JOB APPLICATION SECTION CONTAINS A NUMBER OF JOB APPLICATIONS SAMPLES WHICH INDIVIDUAL STUDENTS COULD WORK WITH. THERE IS A GOOD VARIETY IN THE JOB APPLICATION FORMATS WHICH PROVIDES FOR REPEATED AND VARIED STUDENT PRACTICE TO ASSURE MASTERY.
MEDIA: WORKBOOK.
SOURCE: MR. M. H. RULL, PROS. COORD., QUINCY HIGH SCHOOL, 1444 MAINE STREET, QUINCY, IL 62301. SINGLE COPY ONLY. CONTACT SOURCE FOR PRICE INFORMATION. 2003751

TITLE: LEARNING PACKAGE. 01/72.
AUTHOR: HERRARA, ROLANDO, AND OTHERS.
RELEVANT TO: DIFFERENTIALIZED CURRICULUM (19.), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SECONDARY SIGHTED SPECIAL NEEDS STUDENTS IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: PERFORMANCE OBJECTIVES, PRACTICE FORMS.
COMMENT: THIS MATERIAL IS A LEARNING ACTIVITY PACKAGE CREATED BY TEACHERS IN A CURRICULUM DEVELOPMENT WORKSHOP DIRECTED BY THE AREA MANPOWER INSTITUTE FOR THE DEVELOPMENT OF STAFF (AMIDS) UNDER A U.S.O.E. BAVTE GRANT. THE MATERIAL IS SPECIFICALLY DESIGNED FOR USE WITH SPECIAL NEEDS STUDENTS AND IS INTENDED TO TEACH STUDENTS (1) HOW TO OBTAIN SOCIAL SECURITY CARDS, (2) HOW TO PREPARE PERSONAL DATA SHEETS, (3) HOW TO FILL OUT JOB APPLICATION FORMS. IT CONTAINS PRE AND POST TEST AND A SERIES OF LEARNING ACTIVITIES.
MEDIA: GUIDEBOOK.
SOURCE: MR. G. SMITH, ADMIN.-WEATHERFORD AREA VOCATIONAL CENTER, 1007 S. MAIN, WEATHERFORD, TX 76086. AVAILABLE IN LIMITED QUANTITIES. CONTACT SOURCE FOR PRICE INFORMATION. 2003771

TITLE: WORLD OF WORK ACHEIVEMENT LOG. 1967.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED STUDENT AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: SKILLS, APTITUDES AND INTERESTS, JOBS (SELECTION, SUCCESS, SOURCES OF INFORMATION, INTERVIEW), MONEY, INCOME TAX FORMS, CLASS ASSISTANTSHIP, PERFORMANCE SKILLS.
COMMENT: THIS MATERIAL INCLUDES A LISTING OF TASKS TO BE COMPLETED IN THE WORLD OF WORK COURSE. A CHECK-OFF SYSTEM IS PROVIDED FOR EACH UNIT STUDIED. APPENDIX CONTAINS JOB APPLICATION FORMS. INSTRUCTOR'S MANUAL OF THE SAME TITLE ACCOMPANIES THIS LOG.
MEDIA: WORKBOOK.

SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION.
2006591

TITLE: PREVOCATIONAL AND VOCATIONAL LEARNING ACTIVITY PACKETS. 271 P. NO DATE.
AUTHOR: RIDDLE, JIM.
CORPORATE AUTHOR: SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTER, SAN ANGELO, TX.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER, CURRICULUM DEVELOPER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: LESSON PLANS, WORK ORIENTATION, SOCIAL SECURITY CARD, PAYCHECK, CHECKING/SAVING ACCOUNT, CREDIT, CONTRACT, ELECTRICITY, KITCHEN CHEMISTRY, MINOR FIRST AID.
COMMENT: THIS MATERIAL INCLUDES 25 PACKAGES-16 DESIGNED AROUND PERSONAL PREREQUISITES FOR JOB SUCCESS, SECURING AND HOLDING A JOB AND MONEY MANAGEMENT, 9 DESIGNED AROUND SCIENCE. EACH PACKAGE CONTAINS STUDENT OBJECTIVES, STUDENT ACTIVITIES AND SUGGESTIONS FOR THE TEACHER. ALSO INCLUDES AUDIO VISUAL MATERIALS.
MEDIA: GUIDEBOOK.
SOURCE: EDUCATION CENTER-REGION XV, 100 NORTH MAGDALEN, P. O. BOX 5199, SAN ANGELO, TX 76901. CONTACT SOURCE FOR PRICE INFORMATION.
2006961

TITLE: THE LAW FOR YOU. 63 P. 1969.
AUTHOR: BOHLMAN, H. MAC, AND HERBERT W. BOHLMAN.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL CAREER EDUCATION.
SUBJECT CONTENT: COURTS, LEGAL AID, RIGHTS, CONTRACTS, AGREEMENTS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. CONTAINS A SERIES OF SHORT READINGS FOLLOWED BY EXERCISES. DISCUSSES MANY ASPECTS OF THE LAW RANGING FROM PERSONAL LAW TO CONSTITUTIONAL LAW IN LAY TERMS. TEACHER MODIFICATION NEEDED FOR USE WITH RETARDED CLIENTS.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, FOLLETT EDUCATIONAL CORPORATION, CHICAGO, IL.
2007241

TITLE: YOU AND THEY. 24 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN RELATED EDUCATION-HUMAN COMMUNICATION.
SUBJECT CONTENT: READING, VOCABULARY, EXERCISES.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH GRADE READING LEVEL. LESSONS ARE ABOUT SELF UNDERSTANDING AND SIMILARITIES AND DIFFERENCES AMONG PEOPLE. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007461

TITLE: YOU AND YOUR OCCUPATION. 30 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: JOB ORIENTATION, VOCABULARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007501

TITLE: YOU AND YOUR PAY. 24 P. 1967.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL OR VOCATIONAL TRAINING.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY FOURTH GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007541

TITLE: WANTING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: APPLICATION FORM, INTERVIEW, APTITUDE TEST, FINAL EXAM, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODE IS ABOUT ONE ASPECT OF WANTING A JOB.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007571

TITLE: STARTING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: EXERCISES, FINAL EXAM, HOUSEHOLD EXPENSES, PERSONNEL OFFICE, DRIVER'S LICENSE, JOB PROTECTION, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODE IS ABOUT ONE ASPECT OF LOOKING FOR A JOB..
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007581

TITLE: LOOKING FOR A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODE IS ABOUT ONE ASPECT OF LOOKING FOR A JOB.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007591

TITLE: HOLDING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: EXERCISES, FINAL EXAM, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK

OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT JOB CONDITIONS, GOOD WORKING HABITS AND OCCUPATIONAL PROBLEMS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007601

TITLE: CHANGING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: ADVICE, FINAL EXAM, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT CAREER SATISFACTION, UNIONS AND SALARIES.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007621

TITLE: THE JOBS YOU GET. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: INTERVIEW, EQUIPMENT, WARDROBE, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK IS IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT JOB APPLICATIONS, EMPLOYMENT OFFICES AND COMMUNICATION SKILLS. GEARED TO APPROXIMATELY A THIRD GRADE READING LEVEL.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007631

TITLE: TRAINING FOR A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: WORD MATCHING, FINAL EXAM, APPRECIATION, POTENTIAL, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT TRAINEES, FRINGE BENEFITS AND JOB SKILLS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007641

TITLE: KEEPING THAT JOB. 32 P. 1967.
AUTHOR: DARE, BEATRICE F., AND EDWARD J. WOLFE.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL OR VOCATIONAL TRAINING.
SUBJECT CONTENT: VOCABULARY, SENTENCE FILL-INS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH GRADE READING LEVEL. INCLUDES LESSONS ON THE IMPORTANCE OF FIRST IMPRESSIONS, HOLDING DOWN A JOB AND REASONS FOR STAYING WITH A JOB. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007661

TITLE: THE TELEVISION YOU WATCH. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: STORIES ABOUT T.V., COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY NOT INCLUDED DUE TO LACK OF SAMPLE COPY. COMMUNICATIONS DEVELOPMENT IS FOSTERED THROUGH A SERIES OF READINGS FOLLOWED BY COMPREHENSION TESTS. A SMALL DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007731

TITLE: THE TOWN YOU LIVE IN. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION AND NEW YORK UNIVERSITY PRESS.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT THE TOWN YOU LIVE IN COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007741

TITLE: THE NEWSPAPERS YOU READ. 48 P. 1965.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT NEWSPAPERS, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007751

TITLE: THE PHONE CALLS YOU MAKE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT PHONE CALLING, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007761

TITLE: THE LETTERS YOU WRITE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES ABOUT WRITING LETTERS, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007781

TITLE: THE MOVIES YOU SEE. 48 P. 1966.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007791

TITLE: THE FRIENDS YOU MAKE. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007811

TITLE: THE FAMILY YOU BELONG TO. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), FAMILY RELATIONS (09.0106).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTIONS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007821

TITLE: THE PERSON YOU ARE. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: STORIES, COMPREHENSION QUESTICNS, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007831

TITLE: FOLLOWING DIRECTIONS. 50 P. 1963.
AUTHOR: BONING, RICHARD A.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH MENTALLY RETARDED IN BASIC SKILLS TRAINING.
SUBJECT CONTENT: FOLLOWING DIRECTIONS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. SIMPLE EXERCISES ARE USED TO HELP THE STUDENT INCREASE HIS VOCABULARY AND ATTAIN BETTER PROFICIENCY IN FOLLOWING DIRECTIONS.
MEDIA: WORKBOOK.
SOURCE: BARNELL LOFT, LTD., 958 CHURCH STREET, BALDWIN, LONG ISLAND, NY 11510.
2007851

TITLE: THE MONEY YOU SPEND. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN READING IMPROVEMENT.
SUBJECT CONTENT: WORD FILL-INS, FINAL EXAMINATION, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE TEXT IS DESIGNED TO RAISE THE READING LEVEL OF ADOLESCENTS THROUGH A SERIES OF SHORT READINGS FOLLOWED BY COMPREHENSION EXERCISES. A SHORT DICTIONARY SECTION IS INCLUDED IN THE BACK OF THE TEXT.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007891

TITLE: PAYCHECK. 32 P. 1967.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY STUDENTS WITH SPECIAL NEEDS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: EXERCISES, TESTS, TAKEHOME PAY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. TEXT CONSISTS OF READING SECTIONS FOLLOWED BY EXERCISES. THE STUDENT LEARNS ABOUT THE VARIOUS DECUTIONS WHICH ARE TAKEN FROM HIS PAYCHECK, INCLUDING FEDERAL TAXES, SOCIAL SECURITY AND UNION DUES. A KNOWLEDGE OF GENERAL ARITHMETIC IS ASSUMED.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007901

TITLE: SYSTEM FOR SUCCESS. BOOK I. 125 P. 1965.
AUTHOR: HENNEY, R. LEE.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY

RETARDED IN REMEDIAL ACADEMIC SKILLS.
SUBJECT CONTENT: A COMPLETE PROGRAM FOR: READING, WRITING, SPELLING, ARITHMETIC, ENGLISH.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE WORKBOOK CONTAINS EXTENSIVE DRILLS IN ALL THE BASIC ACADEMIC SKILLS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007921

TITLE: SYSTEM FOR SUCCESS. BOOK 2. 142 P. 1965.
AUTHOR: HENNEY, R. LEE.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED IN REMEDIAL ACADEMIC SKILLS.
SUBJECT CONTENT: A COMPLETE PROGRAM: READING, WRITING, SPELLING, ARITHMETIC, ENGLISH.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS COPY AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THIS IS THE SECOND PART OF A SERIES OF TWO WORKBOOKS DESIGNED TO TEACH THE BASIC ACADEMIC SKILLS TO EDUCABLE MENTALLY RETARDED. CONTAINS EXTENSIVE DRILL WORK IN ALL AREAS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007931

TITLE: CITIZENSHIP HUMAN RELATION SKILLS. 116 P. NO DATE.
AUTHOR: SATTERFIELD, JANE, AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), CITIZENSHIP EDUCATION (15.03).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN CITIZENSHIP AND PERSONAL DEVELOPMENT COURSES.
SUBJECT CONTENT: SELF CONCEPT, FACING PROBLEMS, MONEY AND CREDIT, RESPONSIBILITY, GOVERNMENTS, CONTEMPORARY AFFAIRS.
COMMENT: EACH UNIT IN THIS MATERIAL CONTAINS A DESCRIPTION OF CONTENT WHICH SHOULD BE EMPHASIZED, OBJECTIVES, SOURCES AND MATERIALS AND SUGGESTIONS ON PROCEDURES AND ACTIVITIES TO UTILIZE WITH STUDENTS. THERE ARE SECTIONS ON BEHAVIORAL OBJECTIVES, A BIBLIOGRAPHY AND A FREE FILM LIST. UNITS ARE DEVELOPED TO: IMPROVE SELF CONCEPT, LEARN TO FACE PROBLEMS, EMPHASIZE HOW TO SPEND MONEY, LEARN RESPONSIBILITIES AND LEARN ABOUT GOVERNMENT.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008231

TITLE: SUGGESTIONS FOR IMPLEMENTING AND ORGANIZING PREVOCATIONAL EDUCATIONAL PROGRAMS FOR SOUTH CAROLINA. 48 P. 1971.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: FACILITIES, EQUIPMENT, SUPPLIES LISTS, PREVOCATIONAL EDUCATION OBJECTIVES, SELECTING TEACHERS, YOUTH ORGANIZATIONS.
COMMENT: THIS MATERIAL CONTAINS A UNIT DESIGNED TO ORIENT A STUDENT TO THE TEXTILE INDUSTRY. THE UNIT CONTAINS LEARNING OBJECTIVES, MATERIALS, AND SUGGESTED PROCEDURES FOR A NUMBER OF DIFFERENT LESSONS WHICH TEACH STUDENTS ABOUT TEXTILE PRODUCTION. THERE ARE EXCELLENT ILLUSTRATIONS WHICH COULD BE USED AS TRANSPARENCY MASTERS INCLUDED. A VERY HIGH QUALITY MATERIAL. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008391

TITLE: THE WORLD OF WORK ORIENTATION AND GUIDANCE. 216 P. 06/72.
AUTHOR: JENSEN, A.K., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS

STUDENTS AT THE SECONDARY LEVEL IN WORK EXPLORATION PROGRAMS.
SUBJECT CONTENT: ORIENTATION, EMPLOYMENT GRAPHS, APPLICATION FORMS, DIAGRAMS.
COMMENT: THIS MATERIAL CONTAINS TRANSPARENCY MASTERS AND A NUMBER OF LEARNING ACTIVITIES. EACH LEARNING ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, TOOLS AND EQUIPMENT, MATERIALS, PROCEDURES, POINTS FOR INCLUSION IN THE DISCUSSION, AND STUDENT WORKSHEETS. THE WORKSHEETS ARE APPROPRIATE FOR USE WITH LESS ABLE READERS AND THE TRANSPARENCY MASTERS ARE GOOD. A VERY THOROUGH SELF-CONTAINED INSTRUCTIONAL PACKAGE. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008401

TITLE: GAME CARDS. 29 P. NO DATE.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN PREVOCATIONAL AND OCCUPATIONAL EXPLORATION PROGRAMS.
SUBJECT CONTENT: GAME CARDS, OCCUPATIONS.
COMMENT: THIS MATERIAL IS A SERIES OF SHEETS WHICH HAVE DIFFERENT OCCUPATIONAL TITLES PRINTED ON THEM. THESE CARDS CAN BE USED IN A LOTTO TYPE GAME TO MAKE LEARNING ABOUT OCCUPATIONS MORE FUN. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GAME.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008411

TITLE: TIME. 65 P. 03/65.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: TELLING TIME, ROMAN NUMERALS, CALENDAR TIME.
COMMENT: AN ATTEMPT IS MADE TO ORIENT THE STUDENT TO THE MANY ASPECTS OF TIME. AMONG THE SUBJECTS DISCUSSED ARE THE TIME ZONES, EARLY METHODS OF TELLING TIME, AND THE VARIOUS REPRESENTATIONS OF TIME. SOME KNOWLEDGE OF ARITHMETIC IS ASSUMED. TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010391

TITLE: THE NEWSPAPER. 28 P. 07/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: INFORMTION, INSTRUCTION, PUBLISHERS AND EDITORS, VOCABULARY, TESTS.
COMMENT: USE OF THE NEWSPAPER AS A TOOL IS STRESSED TO THE STUDENT. THERE ARE MANY ILLUSTRATIONS INCLUDED AND EXERCISES STRESS OTHER RELATED SKILLS SUCH AS ARITHMETIC. SOME GEOGRAPHY AND WORLD HISTORY ARE ALSO INCLUDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010401

TITLE: FINDING A JOB. 56 P. 04/69.
AUTHOR: LENOX, JAMES P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: LOOKING FOR JOBS, SOCIAL SECURITY, INTERVIEW, VOCABULARY, RESUME.
COMMENT: THIS IS AN INTRODUCTORY UNIT ON BUDGETING THAT WOULD BE VERY APPROPRIATE FOR USE WITH THE RETARDED. THE MATERIAL IS WELL ILLUSTRATED. THERE ARE MANY PRACTICE JOB APPLICATION FORMS INCLUDED AS WELL AS RESUME AND LETTER OF APPLICATION MODELS.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010481

TITLE: CHARTS. VOLUNTEER INCOME TAX ASSISTANCE. 30 P. 12/70.
CORPORATE AUTHOR: U.S. DEPARTMENT OF TREASURY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN LEARNING TO FILL OUT INCOME TAX FORMS.
SUBJECT CONTENT: INCOME TAX, ASSISTANCE.
COMMENT: ONE OF THE BEST TEACHING AIDS THIS REVIEWER HAS SEEN IN THE AREA OF INCOME TAXES. IT IS A GOOD EXERCISE IN FOLLOWING DIRECTIONS. IT IS AS CLEAR AN EXPLANATION AS IS PROBABLY POSSIBLE CONSIDERING THE CONFUSING WAY INCOME TAX FORMS ARE CONSTRUCTED. THE HANDBOOK IS IN A PROGRAMED INSTRUCTION FORMAT. TEACHERS MUST WORK WITH SMALL GROUPS OF STUDENTS AT A TIME TO USE THIS MATERIAL EFFECTIVELY. ONE TEACHER PER THREE TO FOUR STUDENTS.
MEDIA: GUIDEBOOK.
SOURCE: THESE PUBLICATIONS ARE AVAILABLE FROM TEACHING TAXES COORDINATORS IN ALL 50 STATES, CONTACT YOUR LOCAL LIBRARIAN FOR ADDRESS IN YOUR STATE. FREE. 2090981

TITLE: COURSE BOOK. VOLUNTEER INCOME TAX ASSISTANCE. 66 P. 1970.
CORPORATE AUTHOR: U.S. DEPARTMENT OF TREASURY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN INCOME TAX ASSISTANT TRAINING.
SUBJECT CONTENT: INCOME TAX, ASSISTANCE.
COMMENT: THIS MATERIAL IS WRITTEN IN A PROGRAMED INSTRUCTION FORMAT AND MAY BE USED INDEPENDENTLY BY THE ACADEMICALLY CAPABLE SPECIAL NEEDS STUDENT. READING LEVEL IS ABOVE THE TENTH GRADE. ON COMPLETING THIS PROGRAM THE STUDENT WILL BE ABLE TO HANDLE TECHNICAL QUESTIONS IN THE FOLLOWING AREAS--GROSS INCOME, FILING REQUIREMENTS, FORMS AND SCHEDULES, PERSONAL EXCEPTIONS AND DEPENDENCY EXEMPTICNS, FILING STATUS AND ITEMIZED DEDUCTIONS. THE BOOK PRESENTS TO THE STUDENTS A NUMBER OF INCOME TAX PROBLEMS WHICH HE SOLVES.
MEDIA: WORKBOOK.
SOURCE: THESE PUBLICATIONS ARE AVAILABLE FROM TEACHING TAXES COORDINATOR LOCATED IN ALL 50 STATES. CONTACT YOUR LOCAL LIBRARIAN FOR ADDRESS IN YOUR STATE. FREE. 2090991

TITLE: UNDERSTANDING TAXES. 40 P. 1971.
CORPORATE AUTHOR: U.S. DEPARTMENT OF TREASURY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT OR TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PROGRAMS DEALING WITH FEDERAL INCOME TAX. PRINTED ON NEWSPAPER STOCK WITH COLORED ILLUSTRATIONS, SAMPLE FORMS AND TABLES.
SUBJECT CONTENT: TEACHING TAXES.
COMMENT: THIS MATERIAL DEALS WITH DIFFERENT PROBLEMS THAT ARE ENCOUNTERED IN FILLING OUT INCOME TAX FORMS. IT IS WRITTEN IN A CONVERSATIONAL STORY-TELLING STYLE AND IS DIRECTED TO THE YOUNG TAXPAYER. SECTIONS ARE INCLUDED ON THE HISTORY AND PURPOSE OF FEDERAL TAXES. THE READING LEVEL IS EIGHTH TO TENTH GRADE AND THEREFORE MAY NEED TO BE RECORDED FOR USE BY POOR READERS.
MEDIA: TEXTBOOK.
SOURCE: THESE PUBLICATIONS ARE AVAILABLE FROM TEACHING TAXES COORDINATORS IN ALL 50 STATES. CONTACT YOUR LOCAL LIBRARIAN FOR ADDRESS IN YOUR STATE. FREE. 2091061

TITLE: UNDERSTANDING TAXES. FARM EDITION. 40 P. 1971.
CORPORATE AUTHOR: U.S. DEPARTMENT OF TREASURY.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), FARM BUSINESS MANAGEMENT (01.0104).
ORIENTATION: STUDENT OR TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PROGRAMS DEALING WITH FEDERAL INCOME TAX. PRINTED ON NEWSPAPER STOCK WITH COLORED ILLUSTRATIONS, SAMPLE FORMS AND TABLES.
SUBJECT CONTENT: FARM, TEACHING, TAXES.
COMMENT: THIS MATERIAL DEALS WITH DIFFERENT PROBLEMS THAT ARE ENCOUNTERED IN FILLING OUT INCOME TAX FORMS. IT IS WRITTEN IN A CONVERSATIONAL STORY-TELLING STYLE AND IS DIRECTED TO THE YOUNG TAXPAYER WHO WORKS AT FARMING. SECTIONS ARE INCLUDED ON THE HISTORY AND PURPOSES OF FEDERAL TAXATION. THE READING LEVEL IS EIGHTH TO TENTH GRADE AND THEREFORE MAY NEED TO BE RECORDED FOR USE BY POOR READERS.
MEDIA: TEXTBOOK.
SOURCE: THESE PUBLICATIONS ARE AVAILABLE FROM TEACHING TAXES COORDINATORS IN ALL FIFTY STATES. CONTACT YOUR LOCAL LIBRARIAN FOR ADDRESS IN YOUR STATE. FREE. 2091071

TITLE: PDS COMMUNITY SERVICE COURSE. 12 P. 1970.
AUTHOR: YUST, BILL, AND OTHERS.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PERSONAL DEVELOPMENT AND COMMUNITY SERVICE ORIENTED PROGRAMS.
SUBJECT CONTENT: USING YOUR ABILITIES TO HELP OTHERS.
COMMENT: PROMOTING AN UNDERSTANDING OF SELF AND AN AWARENESS OF THE CONTRIBUTIONS A DEAF PERSON MAKES TO HIS COMMUNITY. AWARENESS ACTIVITIES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001902

LEARNING EXPERIENCES CONCERNED WITH CAREER EXPLORATION ACTIVITIES.

TITLE: DECIDING ON AND LOCATING YOUR KIND OF JOB. 15 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION OR PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: JOB DECISION, LOCATING JOB, SELF-INVENTORY, EMPLOYMENT AGENCIES.
COMMENT: THIS MATERIAL REQUIRES AT LEAST A SEVENTH OR EIGHTH GRADE READING LEVEL AND UNDERSTANDING.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001031

TITLE: GETTING YOUR JOB. 14 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION OR PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: SOCIAL SECURITY CARD, RESUME, JOB APPLICATION FORMS, JOB INTERVIEWS, JOB INTERVIEW CHECKLIST.
COMMENT: AREAS OF STUDY IN THIS UNIT INCLUDE: GETTING YOUR SOCIAL SECURITY CARD, COMPILING YOUR RESUME, FILLING OUT A JOB APPLICATION FORM, PREPARING FOR A JOB INTERVIEW. THE MATERIAL REQUIRES A SEVENTH OR EIGHTH GRADE READING LEVEL.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001041

TITLE: THE TEXAS VIEW PROJECTS. 68 P. NO DATE.
CORPORATE AUTHOR: TEXAS EDUCATION AGENCY AND REGION XIX EDUCATION SERVICE CENTER.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIALS WHICH MAY BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL OR OCCUPATIONAL EXPLORATION PROGRAMS. MULTI MEDIA PACKET. TRANSPARENCIES, KEY PUNCHED COMPUTER CARDS WITH MICROFICHE JOB DESCRIPTIONS, COMPUTER PRINTOUT OF 100 JOB DESCRIPTIONS.
SUBJECT CONTENT: VOCATIONAL GUIDANCE, MATERIALS NEEDED, JOB CLUSTER.
COMMENT: THE GUIDEBOOK PRESENTS AN OVERVIEW OF THE CONCEPTS, ACTIVITIES AND INSTRUCTIONAL MATERIALS TO BE USED IN THE UNIT. THIS UNIT IS ACCOMPANIED BY A STUDENT WORKBOOK AND A COLLECTION OF COMPUTER CARDS WITH INFORMATION ON DIFFERENT OCCUPATIONS RECORDED ON ATTACHED MICROFICHE. TRANSPARENCY MASTERS CAN BE PURCHASED WHICH COVER THE INFORMATION ON THE COMPUTER CARDS. COMPUTER PRINTOUTS OF THE ONE HUNDRED JOB DESCRIPTIONS ARE AVAILABLE IN LIMITED QUANTITIES AT $10.00 PER SET. SYSTEM IS USED THROUGHOUT TEXAS AND IS ALSO USED IN CALIFORNIA, COLORADO, MICHIGAN AND FLORIDA. SPECIAL READERS ARE REQUIRED TO USE MICROFICHE.
MEDIA: GUIDEBOOK.
SOURCE: MR. KEN ABRAMS, COORD., REGION XIX EDUCATION SERVICE CENTER, 6501-C TROWBRIDGE, EL PASO, TX 79905. $3.00. 2003721

TITLE: IS THIS WORK FOR YOU 6 P. NO DATE.
CORPORATE AUTHOR: REGION XIX EDUCATION SERVICE CENTER.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN OCCUPATIONAL EDUCATION OR GUIDANCE AND COUNSELING PROGRAMS.
SUBJECT CONTENT: VOCABULARY, VIEWSCRIPTS INDEX, APERTURE CARD, CURRICULUM INTEGRATION, GLOSSARY, JOB CLUSTERS.
COMMENT: THIS MATERIAL DESCRIBES THE CONTENT OF THE VARIOUS ELEMENTS OF THE VIEW PACKAGE. THERE IS A SAMPLE OF THE INFORMATION ON JOBS CONTAINED ON THE COMPUTER APERURE MICROFICHE CARDS. THE READING LEVEL IS APPROXIMATELY SIXTH GRADE ON THESE MATERIALS AND THE PRINT IS LARGE. SECTIONS OF THIS MATERIAL PROVIDE HOMEMAKING CAREERS INFORMATION. THIS SECTION IS VERY APPROPRIATE FOR INDEPENDENT STUDENT USE. PERSONS DESIRING AN IN-DEPTH REVIEW OF THE VIEW SYSTEM SHOULD ORDER THIS MATERIAL. SPECIAL READERS ARE REQUIRED TO USE MICROFICHE.
MEDIA: REFERENCE-BOOK.

SOURCE: MR. KEN ABRAMS, COORD., REGION XIX EDUCATION SERVICE CENTER, 6501-C TROWBRIDGE, EL PASO, TX 79905. 2003731

TITLE: WYOMING OCCUPATIONAL RESOURCE KIT. 130 P.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED SPECIAL NEEDS STUDENT AT SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: OCCUPATIONS, IBM CARDS.
COMMENT: THIS MATERIAL IS A SERIES OF MICROFICHE ATTACHED TO COMPUTER KEY PUNCH CARDS. ONE CARD CONTAINS BASIC INFORMATION ABOUT THE JOB: SKILLS REQUIRED, LOCATION, PAY, EDUCATION AND TRAINING NEEDED. A SECOND CARD CONTAINS ON-THE-JOB PHOTOGRAPHS. A WORKSCRIPT ACCOMPANIES THESE CARDS ENTITLED WORLD OF WORK. MATERIAL WOULD BE EXCELLENT FOR USE IN AN OCCUPATIONS EXPLORATION PROGRAM.
MEDIA: KIT.
SOURCE: MR. V. ALLEN, ASST. DIR, STATE DEPT. OF EDUCATION, ROOM 24, CAPITOL BUILDING, CHEYENNE, WY 82001. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006621

TITLE: GETTING THAT JOB. 24 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: VOCABULARY, JOB HUNTING, INTERVIEW PREPARATION, APPLICATION FORMS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH-GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007481

TITLE: WHEN YOU GO TO WORK, A BOOK FOR THE NEEDLE TRADES. 200 P. 09/68.
AUTHOR: HILLINGER, YVONNE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL TRAINING.
SUBJECT CONTENT: FACTORY, TIMECLOCK, TIMECARD, PRODUCTION LINE, PIECEWORK, PAYCHECK.
COMMENT: THE TEXT ATTEMPTS TO PREPARE THE STUDENT TO ENTER THE NEEDLE TRADES AS A FACTORY WORKER. ARITHMETIC SKILLS AND VOCABULARY ARE ALSO ADDED AS RELEVANT TO THE SUBJECT MATTER. PERSONAL HABITS, INTERVIEW PROCEDURES, AND GENERAL WORK INFORMATION ARE ALSO INCLUDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010361

THE DIFFERENTIALIZED CURRICULUM FOR PUPILS REFLECTS AN INCREASING AWARENESS TODAY OF THE INDIVIDUAL NEEDS OF STUDENTS. MANY STUDENTS WITH VARIOUS TYPES OF DIFFERENCES CANNOT BENEFIT FROM BASIC OR OCCUPATIONAL SUBJECT MATTER WITHOUT SPECIAL TECHNIQUES AND MATERIALS OF INSTRUCTION. HANDICAPPED STUDENTS HAVE LEARNING DIFFICULTIES OR SENSORY OR MOTOR IMPAIRMENTS WHICH REQUIRE STUDY FOR SUCCESSFUL ADAPTATION OF INSTRUCTION. DISADVANTAGED STUDENTS MAY REQUIRE SPECIAL REMEDIAL TECHNIQUES, MODIFICATION OF INSTRUCTIONAL MATERIALS DESIGN (TO REFLECT FAMILIAR CULTURAL PATTERNS) AND AN ESPECIALLY PERCEPTIVE INSTRUCTOR. THIS CATEGORY INCLUDES MATERIALS WHICH REFLECT THIS ADAPTATION TO THE SPECIAL NEEDS OF STUDENTS.

TITLE: LEARNING PACKAGE. 01/72.
AUTHOR: HERRARA, ROLANDO, AND OTHERS.
RELEVANT TO: DIFFERENTIALIZED CURRICULUM (19.), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SECONDARY SIGHTED SPECIAL NEEDS STUDENTS IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: PERFORMANCE OBJECTIVES, PRACTICE FORMS.
COMMENT: THIS MATERIAL IS A LEARNING ACTIVITY PACKAGE CREATED BY TEACHERS IN A CURRICULUM DEVELOPMENT WORKSHOP DIRECTED BY THE AREA MANPOWER INSTITUTE FOR THE DEVELOPMENT OF STAFF (AMIDS) UNDER A U.S.O.E. BAVTE GRANT. THE MATERIAL IS SPECIFICALLY DESIGNED FOR USE WITH SPECIAL NEEDS STUDENTS AND IS INTENDED TO TEACH STUDENTS (1) HOW TO OBTAIN SOCIAL SECURITY CARDS, (2) HOW TO PREPARE PERSONAL DATA SHEETS, (3) HOW TO FILL OUT JOB APPLICATION FORMS. IT CONTAINS PRE AND POST TEST AND A SERIES OF LEARNING ACTIVITIES.
MEDIA: GUIDEBOOK.
SOURCE: MR. G. SMITH, ADMIN.,WEATHERFORD AREA VOCATIONAL CENTER, 1007 S. MAIN, WEATHERFORD, TX 76086. AVAILABLE IN LIMITED QUANTITIES. CONTACT SOURCE FOR PRICE INFORMATION.
2003771

SEE FEEDBACK

THIS CATEGORY REFERS TO THOSE STUDENTS WHOSE DISADVANTAGEMENT RESULTS FROM SOCIAL CONDITIONS EXTERNAL TO THEMSELVES RATHER THAN FROM ANY INHERENT DEFECT.

TITLE: CROSS CULTURAL COMMUNICATION PROGRAM. 2 P. NO DATE.
CORPORATE AUTHOR: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY.
RELEVANT TO: DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: TEACHER TRAINER ORIENTED MATERIAL WHICH MAY BE USED IN INCREASING TEACHER AWARENESS OF THE CULTURAL VARIABLES INFLUENCING STUDENTS FROM MINORITY GROUP BACKGROUNDS WHEN THEY COME TO SCHOOL.
SUBJECT CONTENT: TEACHER'S ROLE, EVALUATION, AVAILABILITY, CROSS CULTURAL COMMUNICATION.
COMMENT: THIS MATERIAL USES LECTURE, SIMULATION AND ROLE PLAYING ACTIVITIES TO BUILD TEACHERS' AWARENESS OF CULTURAL DIFFERENCES. THE IMPORTANCE OF VERBAL AND NON-VERBAL COMMUNICATION IS STRESSED.
MEDIA: BROCHURE.
SOURCE: DIRECTOR OF DISSEMINATION, SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY, 1404 SAN MATEC S.E., ALBUQUERQUE, NM 87108. 2001821

TITLE: VOCATIONAL EDUCATION FOR THE DISADVANTAGED - A NEW DIMENSION. 125 P. 06/70.
AUTHOR: LOVE, DON.
CORPORATE AUTHOR: LOS ANGELES CITY COLLEGE.
RELEVANT TO: DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A REFERENCE IN DEVELOPING PROGRAMS OF VOCATIONAL EDUCATION FOR THE DISADVANTAGED. LIMITED GRAPHIC REPRESENTATIONS.
SUBJECT CONTENT: ORIENTATION, LABOR TRENDS, LOS ANGELES CITY COLLEGE, COUNSELING/GUIDANCE.
COMMENT: THIS MATERIAL DOES NOT CONTAIN CURRICULUM GUIDES OR MATERIALS. IT IS VERY GENERAL AND DESCRIPTIVE MAINLY OF SITUATIONS AND EXPERIENCES UNIQUE TO SOUTHERN CALIFORNIA. MORE EXPENSIVE THAN SIMILAR PRODUCTS OF A DISCURSIVE NATURE.
MEDIA: TEXTBOOK.
SOURCE: MR. FLYNN, DIRECTOR OF STUDENT BOOKSTORE, LOS ANGELES CITY COLLEGE BOOKSTORE, 855 NORTH VERMONT AVE., LOS ANGELES, CA 90029. $6.60. 2003451

TITLE: TENTATIVE GUIDELINES FOR THE PLANNING AND PROMOTION OF VOCATIONAL EDUCATION PROGRAMS, AND SERVICES FOR DISADVANTAGED STUDENTS. 18 P. NO DATE.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION.
RELEVANT TO: DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: TEACHER OR TEACHER TRAINER ORIENTED MATERIAL WHICH MAY BE USED TO IMPROVE PROGRAM OFFERINGS OR INSTRUCTIONAL PROCEDURES USED WITH THE DISADVANTAGED SECONDARY STUDENT IN A VOCATIONAL TRAINING PROGRAM.
SUBJECT CONTENT: DISADVANTAGED PROGRAMS, DISADVANTAGED ORGANIZATIONS, CURRICULUM, WORK STUDY.
COMMENT: THIS IS A VERY THOROUGH APPROACH TO PROPER DELIVERY OF SERVICES. IT STRESSES STUDENT SELECTION AND RECRUITMENT, EVALUATION OF STUDENTS AND PRESCRIPTIVE INSTRUCTION, IDENTIFYING THE DISADVANTAGED, OTHER AGENCIES AND ORGANIZATIONS, INSTRUCTION, COOP PROGRAMS, CURRICULUM, FAMILITIES, TEACHER QUALIFICATIONS, FUNDING, PROGRAM EVALUATION AND FOLLOWUP AND ADVISORY COMMITTEES.
MEDIA: GUIDEBOOK.
SOURCE: MR. R. F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003501

TITLE: CONSUMER AND HOMEMAKING EDUCATION FOR THE DISADVANTAGED. 75 P. 1970.
CORPORATE AUTHOR: LAKESHORE WISCONSIN TECHNICAL INSTITUTE.
RELEVANT TO: CONSUMER EDUCATION (09.0104), COMPREHENSIVE HOMEMAKING OR HOME ECONOMICS (09.0101), DISADVANTAGED/HANDICAPPED - EXTERNAL (19.01).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN CONSUMER EDUCATION AND HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: SEWING, EQUIPMENT, FOOD, COOKING, CONSUMER ORIENTATION.
COMMENT: THIS MATERIAL CONSISTS OF A NUMBER OF LESSON PLANS IN DIFFERENT AREAS OF CONSUMER ECONOMICS AND HOMEMAKING. EACH LESSON CONTAINS: OBJECTIVES, LEARNING EXPERIENCES TO IMPLEMENT OBJECTIVES AND RESOURCE MATERIAL WHICH MAY BE USED IN THE LESSON. SOME OF THE UNITS HAVE ILLUSTRATED INSTRUCTIONS TO STUDENTS ON HOW TO PERFORM THE REQUIRED TASK.
MEDIA: GUIDEBOOK.
SOURCE: LAKESHORE TECHNICAL INSTITUTE, VOCATIONAL, TECHNICAL AND ADULT EDUCATION-DISTRICT ELEVEN, 843 JEFFERSON AVENUE, SHEBOYGAN, WI 53081. 2008431

THIS CATEGORY TENDS TO DESCRIBE PROGRAMS RATHER THAN CURRICULUM MATERIALS. IT REFLECTS THE FACT THAT MANY DISADVANTAGED PERSONS COME FROM ECONOMIC BACKGROUNDS WHICH PRECLUDE THEIR PARTICIPATION IN CERTAIN KINDS OF EDUCATIONAL OR OCCUPATIONAL EXPERIENCES DUE TO THEIR INABILITY TO FINANCE SUCH ACTIVITIES.

TITLE: CONSUMER EDUCATION FOR FAMILIES WITH LIMITED INCOMES. 360 P. 02/71.
CORPORATE AUTHOR: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, TEXAS TECH UNIVERSITY.
RELEVANT TO: CONSUMER EDUCATION (09.0104), ECONOMIC (19.0101).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A COUNSELING OR WORLD OF WORK AND DAILY LIVING PROGRAM. A NUMBER OF VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS ARE INCLUDED.
SUBJECT CONTENT: ORIENTATION, DECISION MAKING, PLANNING, BUYING, BANKING, BORROWING, SAVING, INSURING, SHARING, EARNING, PROTECTING, INSTRUCTIONAL MATERIALS.
COMMENT: THE MATERIAL IS APPROPRIATE FOR INDEPENDENT STUDENT USE PROVIDING THAT THE STUDENT HAS A SIXTH GRADE READING LEVEL. WELL ILLUSTRATED WITH LINE DRAWINGS. WOULD BE A GOOD BASIC TEXT IN A WORK EXPERIENCE PROGRAM FOR THE MENTALLY RETARDED OR THOSE WHO WILL HOLD LOW PAYING JOBS AFTER HIGH SCHOOL GRADUATION.
MEDIA: WORKBOOK.
SOURCE: TEXAS EDUCATION AGENCY, DEPARTMENT OF VOCATIONAL AND ADULT EDUCATION, DIVISION OF HOMEMAKING EDUCATION, AUSTIN, TX. 2001251

EDUCATIONAL: 19.0102

THIS CATEGORY DESCRIBES THOSE STUDENTS WHO REQUIRE DIFFERENTIALIZED CURRICULUM DUE TO THEIR LACK OF ACADEMIC OR VOCATIONAL PROGRESSION.

TITLE: BASIC REMEDIAL EDUCATION. 289 P. NO DATE.
CORPORATE AUTHOR: TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION.
RELEVANT TO: EDUCATIONAL (19,0102).
ORIENTATION: TEACHER, CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH ALL DISADVANTAGED OR HANDICAPPED GROUPS AT THE SECONDARY OR POSTSECONDARY LEVEL IN OCCUPATIONAL RELATED REMEDIAL EDUCATION. ILLUSTRATIONS INCLUDED.
SUBJECT CONTENT: LEARNING PROCESS, COURSE OUTLINE, LESSON PLANS, INSTRUCTIONAL MATERIALS, AUDIO VISUAL AIDS.
COMMENT: AN EXCELLENT 'HOW-TO' BOOK FOR TEACHERS DEVELOPING REMEDIAL ACADEMIC PROGRAMS RELATING TO OCCUPATIONAL TRAINING. HAS SECTIONS ON THE LEARNING PROCESS WITH ACADEMICALLY DISADVANTAGED, PHYSICALLY HANDICAPPED, AND EMOTIONALLY DISTURBED. STRESSES A MULTI-MODAL APPROACH TO LEARNING WHICH USES LESSONS IN READING, WRITING, SPELLING, COMMUNICATIONS AND MATH TO REINFORCE OCCUPATIONAL SKILLS. CONTAINS AN EXCELLENT SECTION ON OCCUPATIONS RELATED VOCABULARY FOR THE TEACHER SEEKING TO DEVELOP RELATED INSTRUCTION. FIFTEEN TRAINING AREAS ARE COVERED.
MEDIA: GUIDEBOOK.
SOURCE: MRS. FRANCES S. MC DONOUGH, SUPERVISOR OF CURRICULUM DEVELOPMENT, MDTA, 598 JAMES ROBERTSON PARKWAY, NASHVILLE, TN 37219. CONTACT SOURCE FOR PRICE INFORMATION. 2000011

TITLE: DOCUMENTS KIT. 1966.
AUTHOR: L. SHULMAN, AND SON.
RELEVANT TO: MARITIME OCCUPATIONS (17.22), EDUCATIONAL (19.0102).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED STUDENTS, ESPECIALLY BILINGUAL, AT A SECONDARY LEVEL IN OCCUPATIONAL EDUCATION TRAINING PROGRAM.
SUBJECT CONTENT: PACKING LIST, SHIPPER'S EXPORT DECLARATION, DOCK RECEIPT, OCEAN BILL OF LADING, AIRWAY BILL, RAILWAY BILL OF LADING, FORMS FOR INTERNATIONAL MAIL, CONSULAR INVOICE, CERTIFICATE OF ORIGIN, COMMERCIAL INVOICE, INSURANCE CERTIFICATE, BANK DRAFT, GLOSSARY, CONSULATE LIST, GUMMED LABELS.
COMMENT: THIS MATERIAL IS INTENDED TO OFFER SOME SPECIALIZED TRAINING IN COMMERCIAL SPANISH.
MEDIA: KIT.
SOURCE: L. SHULMAN AND HIJO, SPECIALISTS IN SPANISH, 736 WEST 173 STREET, NEW YORK, NY 10032. $3.25. 2001131

TITLE: MAPAR LEARNING PACKAGES FOR ADULTS. 2 P. NO DATE.
CORPORATE AUTHOR: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY.
RELEVANT TO: EDUCATIONAL (19.0102).
ORIEMTATION: STUDENT ORIENTED MATERIALS WHICH CAN BE USED WITH SPANISH SPEAKING ADULTS IN PREVOCATIONAL OR CONSUMER EDUCATION PROGRAMS.
SUBJECT CONTENT: LEARNING PACKAGES, ENGLISH READINESS, COMPARATIVE BUYING, JOB APPLICATION.
COMMENT: THESE MATERIALS HAVE BEEN EXCLUSIVELY DEVELOPED FOR USE WITH SPANISH SPEAKING ADULTS WITH VERY LIMITED ACADEMIC SKILLS. THERE IS AN ENTRY LEVEL ENGLISH READINESS PACKAGE DESIGNED TO TEACH SIGHT VOCABULARY AND THE ENGLISH WORD-SOUND ALPHABET, A COMPARATIVE BUYING PACKAGE AND A JOB APPLICATION PACKAGE. ALL MULTI MEDIA UNITS HAVE TAPES, SLIDES WORKSHEETS AND EVALUATION INSTRUMENTS INCLUDED.
MEDIA: BROCHURE.
SOURCE: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY, 117 RICHMOND DRIVE N.E., ALBUQUERQUE, NM 87106. 2001791

TITLE: EMPLEEN INGLES. ENGLISH FOR SPANISH SPEAKING ADULTS. 2 P. NO DATE.
CORPORATE AUTHOR: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY.
RELEVANT TO: EDUCATIONAL (19.0102).
ORIENTATION: STUDENT ORIENTED MATERIALS WHICH MAY BE USED WITH SPANISH SPEAKING ADULTS IN PREVOCATIONAL TRAINING TO STRENGTHEN ENGLISH LANGUAGE COMPETENCY.
SUBJECT CONTENT: APPLICATION FORMS, COMPREHENSION, WEIGHT AND MEASURES, COUNTING MONEY, TELLING TIME, READING TRAFFIC SIGNS, ORAL COMMUNICATION IN GROCERY SHOPPING AND VISITING A DOCTOR'S OFFICE.
COMMENT: THIS SERIES OF INSTRUCTIONAL MATERIALS EMPHASIZES PRACTICAL APPLICATIONS OF ORAL ENGLISH LANGUAGE ABILITY. THE FILMS FEATURE MEXICAN AMERICANS IN LEADING ROLES. THE EMPLEEN INGLES SERIES CONSIST OF THIRTY HALF HOUR FILMS WHICH UTILIZE TRUE TO LIFE SITUATIONS. WRITTEN MATERIALS ARE ALSO AVAILABLE.
MEDIA: BROCHURE.
SOURCE: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY, 117 RICHMOND DRIVE N.E., ALBUQUERQUE, NM 87106. 2001801

TITLE: ENGLISH AS A SECOND LANGUAGE PACKAGE. 2 P. NO DATE.
CORPORATE AUTHOR: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY.
RELEVANT TO: EDUCATIONAL (19.0102).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH MEXICAN AMERICAN STUDENTS TO INCREASE FLUENCY IN ENGLISH.
SUBJECT CONTENT: ADULT EDUCATION CLASSES, AUDIO LINGUAL METHOD, ENGLISH.
COMMENT: THESE MATERIALS USE AN AUDIO LINGUAL APPROACH TO TEACHING ENGLISH AS A SECOND LANGUAGE.
MEDIA: BROCHURE.
SOURCE: SOUTHWESTERN COOPERATIVE EDUCATIONAL LABORATORY, 1404 SAN MATEO S.E., ALBUQUERQUE, NM 87108. 2001811

TITLE: TEACHING LIFE-RELEVANT ACADEMICS FOR SLOW LEARNERS. AN IN-SERVICE TRAINING GUIDE. 21 P. 1970.
AUTHOR: HULL, MARC, AND OTHERS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: EDUCATIONAL (19.0102).
ORIENTATION: TEACHER OR TEACHER TRAINER ORIENTED MATERIAL WHICH MAY BE USED TO IMPROVE THE TEACHING TECHNIQUES OF SECONDARY AND POSTSECONDARY INSTRUCTORS DEALING WITH RETARDED CLASSES.
SUBJECT CONTENT: INDIVIDUAL FUNCTION, SOCIETY'S DEMAND, LIFE/RELEVANT CONCEPT, WRITING, PRETEST, TEACHING/LEARNING PROCEDURE, MULTI-SENSORY LEARNING CHECKLIST.
COMMENT: INSERVICE TRAINING.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002021

TITLE: INDIVIDUALIZED LEARNING FOR ADULTS (ILA)-MATHEMATICS. 225,000 P. 1972.
CORPORATE AUTHOR: RESEARCH FOR BETTER SCHOOLS, INC.
RELEVANT TO: GENERAL MATHEMATICS (11.11), EDUCATIONAL (19.0102).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED REMEDIAL READING STUDENT, PARTICULARLY ADULTS, AT THE SECONDARY OR POSTSECONDARY LEVEL IN RELATED EDUCATION PROGRAMS. QUESTIONABLE APPLICATION OF SOME UNITS TO THE MENTALLY RETARDED.
SUBJECT CONTENT: MATHEMATICS IN FIVE AREAS: NUMERATION PLACE-VALUE, ADDITION-SUBTRACTION, MULTIPLICATION-DIVISION, GEOMETRY-MEASUREMENT, APPLICATIONS. SUBJECT CONTENT PARTICULARLY RELEVANT TO VOCATIONAL EDUCATION--FRACTIONS, DECIMALS, PERCENTAGES, MEASUREMENT, TIME, CHANGEMAKING, PROPERTY AND INCOME TAX, CREDIT AND CASH

BUYING, BANKING, BUDGETING, INSURANCE, EARNING AND PAYING COMMISSIONS, RATE PAIRS SUCH AS MILES PER HOUR, DOLLARS PER HOUR, WORDS PER MINUTE, MILES PER GALLON, GRAPHING.
COMMENT: THIS PACKAGE IS A SERIES OF MULTIPLE UNITS CONTAINING STUDENT WORK SHEETS, SKILL MASTERY REVIEWS, PRE AND POST TESTS, ANSWER KEYS, STUDENT RECORD FORMS, PRESCRIPTION SHEETS, COMPREHENSIVE ENTRANCE TEST. THE MATERIAL, DEVELOPED UNDER A U.S.O.E. GRANT, IS DESIGNED TO PREPARE ILLITERATE ADULTS FOR GED AND CAREER EDUCATION PROGRAMS. THE 282 PACKAGES FEATURE BEHAVIORAL OBJECTIVES, CRITERION REFERENCED TESTING, AND MINIMAL VERBAL OR READING LEVEL. LEARNER DIRECTS INSTRUCTIONAL PLANNING. MULTIPLE LEARNING ACTIVITIES INCLUDED. PACKET CONTAINS EXTREMELY THOROUGH WELL PACED, HIERARCHICALLY ARRANGED LEARNING SEQUENCE WHICH HAS RECEIVED EXTENSIVE FIELD TESTS WITH VARIOUS ETHNIC MINORITIES AND DISADVANTAGED POPULATIONS. BASIC READING-COMMUNICATIONS PROGRAM AVAILABLE. ORGANIZATION EXPECTS TO DEVELOP CAREER CLUSTER RELATED READING AND MATH 1972-73.
MEDIA: KIT.
SOURCE: RESEARCH FOR BETTER SCHOOLS, 1700 MARKET STREET, PHILADELPHIA, PA 19103. CONTACT SOURCE FOR PRICE INFORMATION. 2004521

TITLE: BOOKS RELATED TO ADULT BASIC EDUCATION AND TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES. 18 P. 05/71.
AUTHOR: THOMAS, MYRA H., AND OTHERS.
CORPORATE AUTHOR: U. S. OFFICE OF EDUCATION.
RELEVANT TO: ETHNIC (19.0104), EDUCATIONAL (19.0102).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN BASIC EDUCATION COURSES OR BILINGUAL PROGRAMS.
SUBJECT CONTENT: CURRICULUM, ENGLISH LANGUAGE, MATH, READING, FRENCH/SPANISH BACKGROUND TEST.
COMMENT: THERE ARE TWO SECTIONS TO THIS BIBLIOGRAPHY: ADULT BASIC EDUCATION AND TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES. EACH SECTION CONTAINS PROFESSIONAL RESOURCES AND STUDENT TEXTS.
MEDIA: BIBLIOGRAPHY.
SOURCE: GPO, $0.30. 2005121

TITLE: JOB CORPS ADVANCED GENERAL EDUCATION PROGRAM. 4 P. NO DATE.
CORPORATE AUTHOR: JOB CORPS.
RELEVANT TO: EDUCATIONAL (19.0102).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SPECIAL NEEDS STUDENT AT SECONDARY LEVEL IN GED TRAINING.
SUBJECT CONTENT: GENERAL EDUCATION DEVELOPMENT TEST.
COMMENT: THIS MATERIAL CONTAINS ACADEMIC SUBJECT MATTER TO BE MASTERED IN ORDER TO PASS GED. PROGRAM IS GEARED TO STUDENTS EXHIBITING A 6TH GRADE OR ABOVE LEVEL IN MATHEMATICS AND READING.
MEDIA: PAMPHLET.
SOURCE: JOB CORPS, DEVELOPMENT DIVISION, MANPOWER ADMINISTRATION, U.S. DEPARTMENT OF LABOR, 1111 18TH STREET, N.W., WASHINGTON, DC 20210. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2006611

TITLE: NAVY LIFE READING AND WRITING FOR SUCCESS IN THE NAVY. 129 P. 1966.
CORPORATE AUTHOR: BUREAU OF NAVAL PERSONNEL.
RELEVANT TO: EDUCATIONAL (19.0102), LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN REMEDIAL READING PROGRAMS.
SUBJECT CONTENT: READING, WRITING.
COMMENT: THIS MATERIAL IS A PHONICS SUPPLEMENT AND TEACHES WORD ATTACK SKILLS FOR POOR READERS. IT IS ILLUSTRATED WITH DRAWINGS OF NAVY SCENES AND WOULD THEREFORE BE ESPECIALLY GOOD TO USE WITH OLDER BOYS WHO HAVE SEVERE READING PROBLEMS. MANY OF THE EXERCISES COULD EASILY HAVE BEEN TAKEN FROM ELEMENTARY READING BOOKS. THEY APPEAR MORE ADULT IN THIS DOCUMENT. LARGE READABLE TYPE IS USED. WOULD BE EXCELLENT MATERIAL TO USE WITH EDUCABLE MENTALLY RETARED.
MEDIA: WORKBOOK.
SOURCE: G.P.O., 0847-0155, $0.75. 2090171

TITLE: NAVY LIFE. READING AND WRITING FOR SUCCESS IN THE NAVY. BOOK 2. 145 P. 1966.
CORPORATE AUTHOR: BUREAU OF NAVAL PERSONNEL.
RELEVANT TO: EDUCATIONAL (19.0102), LANGUAGE SKILLS (05.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN REMEDIAL READING INSTRUCTION.
SUBJECT CONTENT: READING, WRITING.
COMMENT: THIS IS THE SECOND WORKBOOK IN THIS SERIES AND CONTINUES THE EMPHASIS OF BOOK ONE ON LEARNING PHONICS RULES. THE BOOK IS FILLED WITH DIFFERENT STUDENT EXERCISES WHICH STRESS ASPECTS OF NAVY LIFE. THIS WOULD BE AN EXCELLENT MATERIAL TO USE WITH

HIGH SCHOOL OR DROP OUT BOYS WHO NEED HELP WITH REMEDIAL READING. IT BEARS LITTLE RESEMBLANCE TO A PRIMARY TEXT AND THE SUBJECT MATTER SHOULD BE MOTIVATING. STUDENTS WITH LOW READING LEVELS CAN USE THIS MATERIAL.
MEDIA: WORKBOOK.
SOURCE: G.P.O., 0847-0115, $1.00. 2091251

ETHNIC: 19.0104

THIS CATEGORY REFLECTS THE VISIBLE ETHNIC DIFFERENCES AMONG PEOPLE WHICH ARE OFTEN USED BY SOCIETY TO DISCRIMINATE AGAINST MEMBERS OF THAT MINORITY GROUP EVEN THOUGH SUCH DIFFERENCES REFLECT NO INCAPACITY OR HANDICAP IN AND OF THEMSELVES.

TITLE: BOOKS RELATED TO ADULT BASIC EDUCATION AND TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES. 18 P. 05/71.
AUTHOR: THOMAS, MYRA H., AND OTHERS.
CORPORATE AUTHOR: U. S. OFFICE OF EDUCATION.
RELEVANT TO: ETHNIC (19.0104), EDUCATIONAL (19.0102).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN BASIC EDUCATION COURSES OR BILINGUAL PROGRAMS.
SUBJECT CONTENT: CURRICULUM, ENGLISH LANGUAGE, MATH, READING, FRENCH/SPANISH BACKGROUND TEST.
COMMENT: THERE ARE TWO SECTIONS TO THIS BIBLIOGRAPHY: ADULT BASIC EDUCATION AND TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES. EACH SECTION CONTAINS PROFESSIONAL RESOURCES AND STUDENT TEXTS.
MEDIA: BIBLIOGRAPHY.
SOURCE: GPO, $0.30. 2005121

TITLE: CODE BLUE. 1 P. 1970.
CORPORATE AUTHOR: BUREAU OF HEALTH MANPOWER EDUCATION.
RELEVANT TO: HEALTH OCCUPATIONS EDUCATION (07.), ETHNIC (19.0104).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH MINORITY STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN ENCOURAGING THEM TO PURSUE A HEALTH RELATED OCCUPATION.
SUBJECT CONTENT: DOCUMENTARY FILM, MINORITY STUDENTS, MEDICINE.
COMMENT: THIS FILM WAS DEVELOPED SPECIFICALLY FOR USE IN COUNSELING MINORITY GROUP STUDENTS. IT IS AN EXCELLENT AND COMPELLING STATEMENT OF THE NEED FOR MORE MINORITY DOCTORS.
MEDIA: BROCHURE.
SOURCE: MODERN TALKING PICTURE SERVICE, INC., 2323 NEW HYDE PARK ROAD, NEW HYDE PARK, NY 11040. 2008141

THIS CATEGORY REFLECTS THE CONDITIONS OF THOSE PERSONS WHO HAVE AN INTERNALLY DERIVED CONDITION WHICH REQUIRES DIFFERENTIALIZED CURRICULUM TO MEET THE SPECIAL NEEDS OF THEIR EDUCATION.

TITLE: VOCATIONAL REHABILITATION EVALUATION AND TRAINING CENTER. JOB DESCRIPTIONS. 6 P. 09/71.
CORPORATE AUTHOR: VOCATIONAL EDUCATION FOR THE HANDICAPPED.
RELEVANT TO: PREVOCATIONAL GUIDANCE (23.01), DISADVANTAGED/HANDICAPPED - INTERNAL (19.02).
ORIENTATION: CURRICULUM OR PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A REFERENCE TO THE KINDS OF POSITIONS WHICH ARE TRAINED FOR IN THIS PARTICULAR SETTING.
SUBJECT CONTENT: CHILD CARE, CERAMICS, CLOTHING, FOODS, GRAPHICS, GROCERY, JANITORIAL SERVICE, TYPING, SPEECH, LAWN SERVICE, LEATHERCRAFT, MECHANICS/AUTO, NEEDLEWORK/CRAFTS, PLASTICS, SHOE SHINE, WELDING, WOODWORK.
COMMENT: THIS MATERIAL PRESENTS A ONE PARAGRAPH SYNOPSIS OF JOBS IN WHICH THIS CENTER OFFERS CLIENT TRAINING.
MEDIA: PRINTED-MATTER, JOB DESCRIPTION.
SOURCE: MR. B. D. ROBERTS, DIRECTOR, VOCATIONAL EDUCATION FOR THE HANDICAPPED, 1593 WEST CAPITOL STREET, JACKSON, MS 39203. 2003011

TITLE: TENTATIVE GUIDELINES. 17 P. NO DATE.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION.
RELEVANT TO: DISADVANTAGED/HANDICAPPED - INTERNAL (19.02).
ORIENTATION: TEACHER OR TEACHER TRAINER ORIENTED MATERIAL WHICH MAY BE USED TO IMPROVE PROGRAM OFFERINGS OR INSTRUCTIONAL PROCEDURES USED WITH THE HANDICAPPED SECONDARY STUDENT IN A VOCATIONAL TRAINING PROGRAM.
SUBJECT CONTENT: MENTALLY RETARDED, HEARING IMPAIRED, SPEECH IMPAIRED, VISUALLY HANDICAPPED, EMOTIONALLY DISTURBED, CRIPPLED, RECRUITING, PROMOTING, CURRICULUM, FACILITIES, TEACHERS DUTIES/RESPONSIBILITIES, STUDENT INFORMATION SHEET.
COMMENT: THIS IS A VERY THOROUGH APPROACH TO PROPER DELIVERY OF VOCATIONAL EDUCATION TO HANDICAPPED PERSONS.
MEDIA: GUIDEBOOK.
SOURCE: MR. R. F. FAUCETTE, DEPARTMENT OF EDUCATION, ADMINISTRATOR, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003511

AUDITORY: 19.020101

THIS CATEGORY REFLECTS CONDITIONS RANGING FROM PARTIALLY IMPAIRED HEARING TO TOTAL DEAFNESS. MATERIALS USED WITH SUCH STUDENTS WOULD THEREFORE NOT CONTAIN ORAL COMPONENTS AS A PART OF THE INSTRUCTIONAL DESIGN.

TITLE: CAREER EDUCATION TRANSPARENCIES FOR TEACHING HEARING IMPAIRED CHILDREN. 200 P. 11/71.
AUTHOR: WYMAN, RAYMOND, AND OTHERS.
CORPORATE AUTHOR: THE NORTHEAST REGIONAL MEDIA CENTER FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED ESPECIALLY WITH THE DEAF IN SCHOOLS OF TRAINING.
SUBJECT CONTENT: DEAF, LESSON PLANS, REHABILITATION, HOW TO KEEP YOUR JOB, VOCABULARY LIST, ROLE-PLAYING.
COMMENT: THIS SET OF 200 TRANSPARENCIES ON CAREER EDUCATION WAS DESIGNED FOR USE IN SCHOOL FOR THE DEAF, BUT MANY OF THE LESSONS OR INDIVIDUAL TRANSPARENCIES COULD ALSO BE USED BY REHABILITATION AGENCIES, OR BY PARENTS' ORGANIZATIONS TO AID IN DEVELOPING AN AWARENESS OF THE SKILLS AND KNOWLEDGE NEEDED BY HEARING-IMPAIRED PEOPLE IN THE WORLD OF WORK. THIS SERIES ENTITLED, 'HOW TO KEEP YOUR JOB', DEALS IN TOPICS WHICH YOUNG DEAF PEOPLE SHOULD KNOW IN ORDER TO ADJUST TO THE HEARING WORLD OF WORK.
MEDIA: MULTIMEDIA, TRANSPARENCIES, WORKBOOK.
SOURCE: MEDIA SERVICES AND CAPTIONED FILMS, DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, DC 20201. CONTACT SOURCE FOR PRICE INFORMATION. 2001021

TITLE: HOME NURSING. 221 P. 05/72.
AUTHOR: KIRTZ, CATHERINE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: HOME HEALTH AID (07.0307), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME NURSING TRAINING.
SUBJECT CONTENT: BODY, DISEASE, EQUIPMENT, PATIENT CARE, GENERAL TREATMENTS, FIRST AID, SPECIFIC TREATMENT, VIOLENT EMERGENCIES, SELF PROTECTION, DIET, ILLEGAL DRUGS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED TEACHER ASSISTANCE. EXCELLENT VOCABULARY INCLUDED WHICH COULD BE USED IN BASIC EDUCATION UNITS. MATERIAL WAS DEVELOPED FOR THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010251

TITLE: LEARNING TO SEW, PART I. 156 P. 06/70.
AUTHOR: FUNARI, MARY.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN HOME ECONOMICS.
SUBJECT CONTENT: GOOD TOOLS, POINTS FOR BEGINNERS, MEASUREMENTS, BASTING STICHES, BASIC HAND STITCHES, DECORATIVE STITCHES, SEWING MACHINE.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WHICH MAY BE USED AS TRANSPARENCY MASTERS. ACHIEVEMENT TESTS GIVEN FOR MATERIAL. GOOD SECTION ON VOCABULARY WHICH COULD BE USED IN RELATED EDUCATION. DEVELOPED FOR DEAF BUT ALSO SEEMS VERY APPROPRIATE FOR USE WITH MILDLY RETARDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010261

TITLE: OFFICE MACHINES. 244 P. 01/67.
AUTHOR: HILL, MARCELLA P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL OFFICE CLERICAL OCCUPATIONS (14.03), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OFFICE MACHINES TRAINING.
SUBJECT CONTENT: TYPEWRITERS, MIMEOGRAPHS, FLUID DUPLICATORS, FLEXOWRITER, PHOTOCOPYING MACHINES, ADDING MACHINES, CALCULATING MACHINES, BOOKKEEPING MACHINES, VARITYPER, JOB TITLES.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT THE POOR READER MAY STILL NEED TEACHER ASSISTANCE. GOOD VISUALS. EXCELLENT SECTION ON JOB DESCRIPTIONS AND VOCABULARY SECTION COULD BE THE BASIS FOR A RELATED EDUCATION UNIT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010271

TITLE: ABOUT TYPEWRITING. 152 P. 07/68.
AUTHOR: PIESLAK, RAYMOND F.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: STENOGRAPHIC, SECRETARIAL, AND RELATED OCCUPATIONS (14.07), TYPING AND RELATED OCCUPATIONS (14.09), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BUSINESS EDUCATION COURSES.
SUBJECT CONTENT: THINGS TO KNOW, MEASUREMENTS, TYPEWRITER PARTS, SIGNS AND SYMBOLS, CENTERING, ENVELOPES, POSTAL CARDS AND MEMORANDUMS, WORD DIVISION, PERSONAL BUSINESS LETTERS, TABULATIONS, ROUGH - DRAFT SYMBOLS, NUMBER GUIDES, OUTLINES, MANUSCRIPTS, BUSINESS LETTERS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WOULD MAKE GOOD TRANSPARENCY MASTERS. A SECTION OF VOCALULARY COULD BE THE BASIS OF A GOOD RELATED EDUCATION UNIT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010281

TITLE: KEY PUNCH TRAINING. 147 P. 07/66.
AUTHOR: PIESLAK, RAYMOND F.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: KEY PUNCH AND CODING EQUIPMENT OPERATORS (14.020201), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN COMPUTER PROGRAMER TRAINING.
SUBJECT CONTENT: INTRODUCTION, IBM CARD PUNCH SYSTEM, IBM CARDS, MACHINE PARTS, THE KEYBOARD, REMOVING AND MOUNTING A CARD, MACHINE OPERATION, PUNCHING NUMERIC DRILLS, PROGRAMING, SALES ANALYSIS, IBM 56 CARD VERIFIER, PAYROLL SUMMARY, EXERCISES.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. EXCELLENT VISUALS WHICH COULD BE USED AS TRANSPARENCY MASTERS. UNIT WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010301

TITLE: LIBRARY AIDE MANUAL. 108 P. 07/66.
AUTHOR: READING, MARY L.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN LIBRARIAN'S TRAINING.
SUBJECT CONTENT: HISTORY, THE LIBRARY, MATERIAL, CLASSIFICATION, CARD CATALOG, BOOK ROUTINE, REFERENCE MATERIAL.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON RELATED VOCABULARY IS INCLUDED WHICH COULD BE THE BASIS FOR A GOOD REMEDIAL ACADEMIC UNIT. UNIT WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010311

TITLE: LINECASTING KEYBOARD OPERATION II. 99 P. 09/70.
AUTHOR: CURRY, HAROLD A.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AS WELL AS OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES PROGRAMS.
SUBJECT CONTENT: DOUBLE SLUG OR MULTI-SLUG COMPOSITION, LEADERS, TABULAR COMPOSITION, VARIABLE COLUMNS, CONSTITUTION AND BY-LAWS, POETRY, MENUS, PROGRAMS, ROMAN NUMERALS, BRACE WORK.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IN INCLUDED WHICH WOULD BE THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO END OF TEXT. MATERIAL WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010321

TITLE: AN INTRODUCTIO TO...THE ART OF PHOTOENGRAVING. 151 P. 09/69.
AUTHOR: BENZE, ALEXANDER.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PHOTOENGRAVING (17.1904), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES TRAINING PROGRAMS.
SUBJECT CONTENT: GENERAL INFORMTION, TYPES OF ENGRAVING, TOOLS AND EQUIPMENT, COPY AND ART WORK, THE PROCESS CAMERA, FUNDAMENTALS OF PHOTOENGRAVING, FORMULAS AND CHARTS.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IS INCLUDED WHICH WOULD BE THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO THE END OF THIS MATERIAL. WELL ILLUSTRATED. COULD BE USED AS TRANSPARENCY MASTERS. EXCELLENT BRIEF TWO PARAGRAPH DEFINITION OF SOME JOBS IN PRINTING TRADES. MATERIAL WAS DEVELOPED FOR USE WITH DEAF STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010331

TITLE: LINECASTING KEYBOARD OPERATION I. 99 P. 01/66.
AUTHOR: CURRY, HAROLD A.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), GRAPHIC ARTS OCCUPATIONS (17.19).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPSCIAL NEEDS AND DEAF STUDENTS AT THE SECONDARY LEVEL IN PRINTING TRADES TRAINING PROGRAMS.
SUBJECT CONTENT: KEYBOARD OPERATION, FINGERING SYSTEM, WORD PRACTICE, KEYBOARD PRACTICE, SENTENCE PRACTICE, PUNCTUATION MARKS, CAPITAL LETTERS, PROOFREADING, ITALIC AND BOLDFACE TYPE FIGUES, DIVISION OF WORDS, STRAIGHT MATTER, CAPS AND SMALL CAPS, CARE OF THE MACHINE.
COMMENT: THIS MATERIAL IS A SERIES OF UNITS WITH LEARNING OBJECTIVES, INFORMATION AND STUDENT ASSIGNMENTS. THE ASSIGNMENTS ARE WRITTEN IN SIMPLE LANGUAGE BUT PROBLEM READERS MAY STILL NEED SOME HELP. A SECTION ON TRADE NAMES IN INCLUDED WHICH WOULD BE THE BASIS FOR A GOOD RELATED EDUCATION UNIT. ACHIEVEMENT TESTS ARE APPENDED TO END OF THE TEXT. MATERIAL WAS DEVELOPED FOR USE WITH THE DEAF.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010341

TITLE: AN INTRODUCTION TO...THE ART OF PHOTENGRAVING. VOLUME TWO. 234 P. NO DATE.
AUTHOR: BENZE, ALEXANDER.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PHOTOENGRAVING (17.1904), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL TRAINING.
SUBJECT CONTENT: PASTEUP, PROCESS PHOTOGRAPHY, PLATEMAKING AND ETCHING, FINISHING.
COMMENT: THE SECOND OF A SERIES OF TWO VOLUMES, THE STUDENT IS TAUGHT SOME OF THE MORE ADVANCED TECHNIQUES OF PHOTOENGRAVING. A LARGE GLOSSARY OF TECHNICAL TERMS IS PROVIDED AT THE END OF THE TEXT. EXTENSIVE TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED STUDENT.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010351

TITLE: WHEN YOU GO TO WORK, A BOOK FOR THE NEEDLE TRADES. 200 P. 09/68.
AUTHOR: HILLINGER, YVONNE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: OCCUPATIONAL INFORMATION (16.02), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL TRAINING.
SUBJECT CONTENT: FACTORY, TIMECLOCK, TIMECARD, PRODUCTION LINE, PIECEWORK, PAYCHECK.
COMMENT: THE TEXT ATTEMPTS TO PREPARE THE STUDENT TO ENTER THE NEEDLE TRADES AS A FACTORY WORKER. ARITHMETIC SKILLS AND VOCABULARY ARE ALSO ADDED AS RELEVANT TO THE SUBJECT MATTER. PERSONAL HABITS, INTERVIEW PROCEDURES, AND GENERAL WORK INFORMATION ARE ALSO INCLUDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010361

TITLE: INSTALLMENT BUYING. 14 P. 03/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CONSUMER EDUCATION (09.0104), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN CONSUMER EDUCATION.
SUBJECT CONTENT: INFORMATION, CREDIT, MATHEMATICS PROBLEMS.
COMMENT: THE STUDENT IS ORIENTED INTO THE WORLD OF INSTALLMENT BUYING THROUGH A SMALL READING SECTION FOLLOWED BY NUMEROUS PROBLEMS. A VERY ARITHMETIC APPROACH IS TAKEN, AND A KNOWLEDGE OF ARITHMETIC IS ASSUMED. TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED STUDENT.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010371

TITLE: DICTIONARY. 21 P. 07/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: LANGUAGE SKILLS (05.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: ALPHABET, PRONUNCIATION, SPELLING, DICTIONARY ORIENTATION.
COMMENT: ILLUSTRATED TEXT DESIGNED TO ORIENT THE STUDENT TO THE DICTIONARY AS A TOOL. NUMEROUS EXERCISES ARE INCLUDED SO THE STUDENT WILL USE THE DICTIONARY. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.

MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010381

TITLE: TIME. 65 P. 03/65.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: TELLING TIME, ROMAN NUMERALS, CALENDAR TIME.
COMMENT: AN ATTEMPT IS MADE TO ORIENT THE STUDENT TO THE MANY ASPECTS OF TIME. AMONG THE SUBJECTS DISCUSSED ARE THE TIME ZONES, EARLY METHODS OF TELLING TIME, AND THE VARIOUS REPRESENTATIONS OF TIME. SOME KNOWLEDGE OF ARITHMETIC IS ASSUMED. TEACHER MODIFICATION IS NEEDED FOR USE WITH THE MENTALLY RETARDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010391

TITLE: THE NEWSPAPER. 28 P. 07/64.
AUTHOR: WYKS, HOLLIS W.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GENERAL EDUCATION.
SUBJECT CONTENT: INFORMTION, INSTRUCTION, PUBLISHERS AND EDITORS, VOCABULARY, TESTS.
COMMENT: USE OF THE NEWSPAPER AS A TOOL IS STRESSED TO THE STUDENT. THERE ARE MANY ILLUSTRATIONS INCLUDED AND EXERCISES STRESS OTHER RELATED SKILLS SUCH AS ARITHMETIC. SOME GEOGRAPHY AND WORLD HISTORY ARE ALSO INCLUDED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010401

TITLE: LEARNING TO SEW. 351 P. 06/70.
AUTHOR: FUNARI, MARY.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), CLOTHING AND TEXTILES (09.0103).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATIONAL EDUCATION.
SUBJECT CONTENT: THINGS TO MAKE, SEAM FINISHES, HEMMING STITCHES, COMMERCIAL PATTERN, SKILLS, EQUIPMENT.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS TO SEW. TECHNIQUES AND PROPER HABITS ARE STRESSED. A VOCABULARY SECTION IS INCLUDED AT THE END. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010411

TITLE: FOOD SERVICE. 197 P. 07/71.
AUTHOR: FURNEISEN, BARBARA K.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: QUANTITY FOOD OCCUPATIONS (17.29), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN FOOD SERVICE TRAINING.
SUBJECT CONTENT: FOOD SERVICE ORIENTATION, DINING ROOM PROCEDURES, KITCHEN PROCEDURES, SAFETY, FOOD PORTIONING.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS FOOD SERVICE OCCUPATIONS. VOCABULARY RELEVANT TO THE FOOD SERVICE INDUSTRY IS STRESSED. TEACHER MODIFICATION IS NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010421

TITLE: DRAPERY MAKING - 1. 196 P. 04/70.
AUTHOR: KANE, CATHERINE.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: OTHER TEXTILE PRODUCTION AND FABRICATION (17.3399), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN DRAPERY MAKING COURSES.
SUBJECT CONTENT: DRAPERY MAKING ORIENTATION, WORK AND SAFETY HABITS, TOOLS AND EQUIPMENT, FABRICS.
COMMENT: ILLUSTRATED TEXT FOR TEACHING DEAF STUDENTS DRAPERY MAKING. VOCABULARY AND ARITHMETIC SKILLS ARE ALSO STRESSED DURING THE COURSE OF WORK. TEACHER MODIFICATION NEEDED FOR USE WITH MENTALLY RETARDED STUDENTS.

MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010431

TITLE: AUTO BODY REPAIR - 1. 172 P. 01/62.
AUTHOR: RADVANY, JOHN E.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: BODY AND FENDER (17.0301), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF AND OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN AUTO BODY REPAIR COURSES.
SUBJECT CONTENT: SHOP ORIENTATION, CARE OF SHOP AND TOOLS, MATERIALS AND PARTS OF THE AUTOMOBILE, REMOVAL AND ASSEMBLY, REFININSHING, CARE OF THE FINISH, METAL REPAIR AND ACETYLENE WELDING.
COMMENT: EACH UNIT CONTAINS LEARNING OBJECTIVES, INFORMATION WHICH A STUDENT NEEDS BEFORE INITIATING AN ASSIGNMENT AND AN ASSIGNED TASK OR TASKS FOR THE STUDENT. IN THIS SENSE, THE MATERIAL MIGHT BE TERMED A LEARNING ACTIVITY PACKET. POOR READERS WILL NEED SOME HELP WITH THE MATERIAL BUT IT IS ONE OF THE BETTER TREATMENTS OF THE SUBJECT IN AN EASY TO READ FORMAT. ILLUSTRATED.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010441

TITLE: UNDERSTANDING MATH - 2. 293 P. 01/72.
AUTHOR: WYKS, HOLLIS W. AND ROBERT J. AUSTIN.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL MATHEMATICS (11.11), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BEGINNING OR REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: FRACTIONS, MIXED NUMBERS, FORMULAS, DECIMALS AND PER CENTS, TIME.
COMMENT: A WORKBOOK WITH SUITABLE ILLUSTRATIONS. THIS DOES NOT LOOK LIKE A PRIMARY MATERIAL AND HENCE OLDER STUDENTS MAY BE MORE WILLING TO USE IT. THERE IS OPPORTUNITY FOR MUCH REPEATED DRILL AND PRACTICE.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010461

TITLE: UNDERSTANDING MATH - 1. 145 P. 09/71.
AUTHOR: WYKS, HOLLIS W. AND ROBERT J. AUSTIN.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: GENERAL MATHEMATICS (11.11), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN BEGINNING OR REMEDIAL MATHEMATICS PROGRAMS.
SUBJECT CONTENT: ADDITION, SUBTRACTION, MULTIPLICATION AND DIVISION.
COMMENT: A WORKBOOK WITH SUITABLE ILLUSTRATIONS. THIS DOES NOT LOOK LIKE A PRIMARY MATERIAL AND HENCE OLDER STUDENTS MAY BE MORE WILLING TO USE IT. THERE IS OPPORTUNITY FOR MUCH REPEATED DRILL AND PRACTICE.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010471

TITLE: FINDING A JOB. 56 P. 04/69.
AUTHOR: LENOX, JAMES P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: LOOKING FOR JOBS, SOCIAL SECURITY, INTERVIEW, VOCABULARY, RESUME.
COMMENT: THIS IS AN INTRODUCTORY UNIT ON BUDGETING THAT WOULD BE VERY APPROPRIATE FOR USE WITH THE RETARDED. THE MATERIAL IS WELL ILLUSTRATED. THERE ARE MANY PRACTICE JOB APPLICATION FORMS INCLUDED AS WELL AS RESUME AND LETTER OF APPLICATION MODELS.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010481

TITLE: ECONOMICS. 24 P. 09/69.
AUTHOR: LEXOX, JAMES P.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: ECONOMICS (15.06), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF OR OTHER SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN ECONOMICS CLASSES.
SUBJECT CONTENT: SELF-SUFFICIENT, TRADE AND MONEY, DEPENDENT PEOPLE, GOODS AND SERVICES.
COMMENT: THIS IS A VERY ELEMENTARY UNIT IN ECONOMICS WHICH COULD SERVE AS AN INTRODUCTION TO THE SUBJECT. SOME ILLUSTRATICNS INCLUDED. EACH UNIT HAS QUESTIONS

FOR STUDENTS TO ANSWER.
MEDIA: TEXTBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010501

TITLE: POWER SEWING. 261 P. 10/67.
AUTHOR: HILLINGER, YVONNE M.
CORPORATE AUTHOR: MARIE H. KATZENBACH SCHOOL FOR THE DEAF.
RELEVANT TO: CLOTHING AND TEXTILES (09.0103), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS WITH LOW READING ABILITY AT THE SECONDARY AND POSTSECONDARY LEVEL IN INDUSTRIAL SEWING OR HOME ECONOMICS PROGRAMS.
SUBJECT CONTENT: POWER SEWING MACHINE, SINGLE NEEDLE LOCK-STITCH MACHINE, PRIMARY SEWING OPERATIONS, SINGLE NEEDLE SEWING PROJECTS, THE ZIG-ZAG MACHINE, TWO NEEDLE LOCK-STITCH, SPECIAL MACHINES.
COMMENT: THIS BOOK WAS WRITTEN SPECIFICALLY FOR DEAF STUDENTS WITH LANGUAGE AND READING DIFFICULTIES. USES VERY SIMPLE LANGUAGE, CLEAR AND SIMPLE DRAWINGS AND PRCTICAL TESTS WHERE STUDENT DEMONSTRATES MASTERY. SHORT LESSONS ALLOW THE TEACHER TO WORK WITH EACH STUDENT AT HIS OWN SPEED. THE MATERIAL WOULD BE APPROPRIATE FOR INSTRUCTION WITH ANY PROBLEM READER.
MEDIA: WORKBOOK.
SOURCE: MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, NJ 08625. 2010511

TITLE: CONFERENCE TECHNIQUES. 57 P. 1971.
AUTHOR: ROSE, SUSAN.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COUNSELING OR COMMUNICATIONS TRAINING.
SUBJECT CONTENT: LEADERSHIP, PARTICIPATION, FUNCTIONS OF PUBLIC AND PRIVATE CONFERENCES.
COMMENT: STRESSES ADAPTATION OF DEAF STUDENTS TO THE DEMANDS OF CONFERENCE SITUATIONS WHERE HEARING STUDENTS PARTICIPATE. COURSE OUTLINE AND SUGGESTED ACTIVITIES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001692

TITLE: INTRODUCTION TO SPEECH AND HEARING. 14 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH CAN BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVELS WHO ARE DEVELOPING THEIR UNDERSTANDING OF THEIR UNIQUE SPEECH AND HEARING PROBLEMS.
SUBJECT CONTENT: ANATOMY AND PHYSIOLOGY OF THE EAR AND SPEECH MECHANISM, CAUSES AND EFFECTS OF HEARING LOSS, SPEECH PRODUCTION, SPEECH PROBLEMS, ORAL EXPRESSION IN COMMUNICATION, HEARING TESTS, INTERPRETING AUDIOGRAMS, CARE AND REPAIR OF HEARING AIDS, NEW TECHNIQUES FOR TEACHING SPEECH TO THE DEAF.
COMMENT: COURSE OUTLINE WITH INDIVIDUAL LESSON DETAILS. NOT APPLICABLE TO OTHER SPECIAL NEEDS POPULATIONS.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001702

TITLE: EFFECTIVE SIMULTANEOUS COMMUNICATION. 27 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH CAN BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COMMUNICATIONS AND GROUP WORK TRAINING.
SUBJECT CONTENT: USE OF LIPREADING, SIGNING AND INTERPRETER SERVICES BY THE DEAF. GROUP ORGANIZATION AND APPROPRIATE ROLES, PARLIAMENTARY PROCEDURE.
COMMENT: DEVELOPED TO STRENGTHEN LEADERSHIP AND ORGANIZATIONAL ABILITY WITHIN HEARING AND DEAF COMMUNITIES. HELPFUL HINTS ON HOW TO COMMUNICATE WELL WITH OTHERS IN INDIVIDUAL AND GROUP SITUATIONS. PUBLIC SPEAKING METHODS UTILIZING SIMULTANEOUS MODE OF EXPRESSION ARE EMPHASIZED. DEVELOPED FOR DEAF STUDENTS AT NTID.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS,

DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001712

TITLE: EFFECTIVE ORAL COMMUNICATION. 45 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), SPEECH (05.05).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN COMMUNICATIONS TRAINING.
SUBJECT CONTENT: LESSON OUTLINES, PUBLIC SPEAKING, USE OF THE BODY WHEN SPEAKING, BASIC FACTORS, SAMPLE SPEECHES, POSSIBLE TOPICS, BIBLIOGRAPHY. EXPLANATION OF INFORMAL, PERSUASIVE, OCCASIONAL AND IMPROMPTU SPEECHES. HOW TO MINIMIZE TENSION IN PUBLIC SPEAKING. PRACTICE USE OF PRINCIPLES AS APPLIED IN REALISTIC JOB INTERVIEW SITUATIONS SUCH AS ASKING THE BOSS FOR A RAISE, EXPLAINING SOMETHING TO STAFF, ETC. EVALUATIVE TECHNIQUES IN ROLE AS A LISTENER.
COMMENT: HAS APPLICATION TO ANY STUDENT WISHING TO INCREASE HIS SPEAKING EFFECTIVENESS. VOCABULARY ABOVE THAT OF AN EDUCABLE MENTALLY RETARDED. THIS IS A GUIDEBOOK FOR TEACHERS AND A WORKBOOK FOR STUDENTS. IT GIVES THE STUDENT NEEDED EXPERIENCE IN PREPARING, ORGANIZING AND PRESENTING MATERIAL FOR GROUP AND OR INDIVIDUAL PRESENTATION IN SOCIAL OR PROFESSIONAL SITUATIONS.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001722

TITLE: INTERPERSONAL COMMUNICATION. 26 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN DEVELOPING ABILITIES AND CONFIDENCE IN INTERPERSONAL COMMUNICATION.
SUBJECT CONTENT: LISTENING SKILLS, CONVERSATION, INTRODUCTIONS TO PROBLEM SITUATIONS, COMMUNICATION DURING THE JOB INTERVIEW AND DISCUSSIONS.
COMMENT: VERY PERCEPTIVE AND CONSTRUCTIVE. INCREASES AWARENESS OF THE HEARING PERSON CONCERNING PROBLEMS FACED BY THE DEAF. CONTAINS VERY PRACTICAL SUGGESTIONS FOR INCREASING DEAF PERSONS ABILITY TO HANDLE INTERPERSONAL RELATIONSHIPS IN SCHOOL, SOCIAL AND VOCATIONAL SITUATIONS WHERE LACK OF HEARING CAUSES PROBLEMS. THIS MATERIAL IS GEARDED TO STIMULATE DISCUSSION AND INDIVIDUAL PROBLEM SOLVING. IT COULD BE USED AS A CURRICULUM GUIDE.
MEDIA: WORKBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001732

TITLE: APPLICATION OF THE DIFFERENTIAL APTITUDE TESTS TO POSTSECONDARY LEVEL DEAF STUDENTS. 31 P. 09/71.
AUTHOR: WALTER, GERARD G.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), RESEARCH AND EVALUATION (24.03).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH CAN BE USED IN THE EVALUATION OF DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: APPLICATION OF THE DIFFERENTIAL APTITUDE TEST TO DEAF STUDENTS AT NTID - IMPLICATIONS.
COMMENT: RESEARCH BASED STUDY WHICH OUTLINES PERFORMANCE OF DEAF POSTSECONDARY STUDENTS WHEN EVALUATED BY THE DAT. DISCUSSES THE VALIDITY OF THE DAT AS A PREDICTIVE INSTRUMENT FOR USE WITH DEAF POPULATIONS. STATISTICAL ORIENTATION WITH DISCUSSION.
MEDIA: REFERENCE-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001752

TITLE: MACHINE TOOLS OPERATION. 19 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), MACHINE TOOL OPERATION (17.2303).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN MACHINE TOOLS TRAINING PROGRAMS.
SUBJECT CONTENT: OPERATIONS AND CONSTRUCTION OF MACHINE TOOLS, SAFETY, SINGLE AND MULTIPLE POINT CUTTING TOOLS, PROJECT EVALUATING, MANPOWER NEEDS IN MACHINE TOOL

OCCUPATIONS, CURRENT INDUSTRY PRACTICES.
COMMENT: SERIES OF LESSON PLANS STRESSING BEHAVIORS AND KNOWLEDGE TO BE ACQUIRED. OUTLINE COULD BE USED WITH ANY GROUP.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001822

TITLE: AN INSTRUCTIONAL PROGRAM ON THE USE OF GRAPHIC PLOTTER IN CONJUNCTION WITH THE HEWLETT PACKARD 9810 PROGRAMMABLE CALCULATOR - ELECTRONICS. 12 P. 1970.
AUTHOR: FANTAUZZO, DOMINICK.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: DRAFTING (10.03), AUDITORY (19.020101), BUSINESS DATA PROCESSING SYSTEMS OCCUPATIONS (14.02), ELECTRONICS OCCUPATIONS (17.15).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE POSTSECONDARY LEVEL IN DRAFTING COURSES.
SUBJECT CONTENT: GRAPHICS REPRODUCTION, USE OF CALCULATOR.
COMMENT: GRAPHICALLY ORIENTED SELF INSTRUCTIONAL UNIT WHICH WAS USED SUCCESSFULLY WITH THE DEAF AT NTID.
MEDIA: P-I-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001832

TITLE: PATTERNS OF HUMAN GROWTH. 16 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), AUDITORY (19.020101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HUMAN DEVELOPMENT COURSES.
SUBJECT CONTENT: CELLS, ENDOCRINE GLANDS, REPRODUCTION AND GROWTH, REPRODUCTIVE ORGANS, CONCEPTION, GESTATION, SOCIOLOGICAL/PSYCHOLOGICAL CONCERNS.
COMMENT: UNIT IN A SEX EDUCATION COURSE TAUGHT THROUGH THE COUNSELING CENTER. CONTAINS OBJECTIVES OUTLINE, MATERIALS AND PROCEDURES.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001852

TITLE: CAI - SEX EDUCATION. 5 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: GENERAL HEALTH EDUCATION (08.01), AUDITORY (19.020101).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN HUMAN DEVELOPMENT COURSES.
SUBJECT CONTENT: REPORT ON CAI DEVELOPMENT OF 4 TOPICS. MALE REPRODUCTIVE AND EXCRETORY SYSTEMS, FEMALE REPRODUCTIVE AND EXCRETORY SYSTEMS, REPRODUCTIVE PROCESS, GESTATION, AND BIRTH.
COMMENT: ATTEMPTS TO USE THE IMPERSONALITY OF THE COMPUTER TO ADVANTAGE IN THIS AREA OF INSTRUCTION. IN DEVELOPMENT.
MEDIA: P-I-SPECIAL.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001862

TITLE: PERSONAL DEVELOPMENT SEMINARS. INTERPERSONAL RELATIONSHIPS. 16 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PERSONAL DEVELOPMENT.
SUBJECT CONTENT: INTERPERSONAL RELATIONSHIPS, STEREOTYPES, ROLE PERCEPTIONS, SEXUALITY, EFFECTIVE PERSONAL GROWTH.
COMMENT: APPLICABLE TO ALL SPECIAL NEEDS POPULATIONS. OUTLINE OF TOPICS TO BE COVERED IN PERSONAL DEVELOPMENT SEMINARS.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF,

ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001872

TITLE: PSYCHOLOGY OF DEAFNESS. PERSONAL DEVELOPMENT SEMINAR. 13 P. 1970.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PERSONAL DEVELOPMENT.
SUBJECT CONTENT: INTRODUCTION, PSYCHOLOGY OF DEAFNESS, PHYSICAL ASPECTS, EFFECTS ON COMMUNICATION, PSYCHOLOGICAL EFFECTS, SOCIETY'S PERCEPTION, SOCIOLOGICAL AND CULTURAL ASPECTS, LEARNING IMPLICATIONS, EFFICIENT STUDY PRACTICES.
COMMENT: UNIT TITLES, OBJECTIVES AND CURRICULA PROMOTES A POSITIVE ATTITUDE TO DEAFNESS THROUGH A SERIES OF DISCUSSIONS.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001882

TITLE: GROUP DYNAMICS. PERSONAL DEVELOPMENT SEMINAR COURSE OUTLINE. 10 P. 1971.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN GROUP WORK.
SUBJECT CONTENT: WHAT IS A GROUP - PROCESSES, DEFINITIONS, PRIMARY AND SECONDARY GROUPS, CROWDS, EFFECT ON INDIVIDUALS, TECHNIQUES, VALUES, EFFECTIVE GROUP PROCESS.
COMMENT: COURSE OUTLINE.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001892

TITLE: PDS COMMUNITY SERVICE COURSE. 12 P. 1970.
AUTHOR: YUST, BILL, AND OTHERS.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PERSONAL DEVELOPMENT AND COMMUNITY SERVICE ORIENTED PROGRAMS.
SUBJECT CONTENT: USING YOUR ABILITIES TO HELP OTHERS.
COMMENT: PROMOTING AN UNDERSTANDING OF SELF AND AN AWARENESS OF THE CONTRIBUTIONS A DEAF PERSON MAKES TO HIS COMMUNITY. AWARENESS ACTIVITIES INCLUDED.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001902

MENTAL: 19.020102

THIS CATEGORY REFLECTS CONDITIONS WHICH MAY BE ENVIRONMENTALLY, AS WELL AS BIOLOGICALLY DERIVED. A DEGREE OF MENTAL RETARDATION RESULTS. SPECIAL INSTRUCTIONAL TECHNIQUES ARE NECESSARY TO ASSURE FULL UTILIZATION OF THE LIMITED STUDENTS' LEARNING CAPACITY.

TITLE: SOCIAL PERCEPTUAL TRAINING FOR COMMUNITY LIVING. 306 P. 1967.
AUTHOR: EDMONSON, BARBARA, AND OTHERS.
CORPORATE AUTHOR: UNIVERSITY OF KANSAS MEDICAL CENTER.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED TO PREPARE MENTALLY RETARDED PERSONS FOR COMMUNITY LIVING.
SUBJECT CONTENT: RETARDED YOUTH, PERCEPTUAL TRAINING, LESSONS.
COMMENT: EXTREMELY DETAILED TEACHER GUIDE WITH SCRIPT AND VISUALS. CONTAINS UNITS ON COMMUNICATION, MAKING ONE'S WAY IN THE CITY, MEETING PEOPLE, FINDING EMPLOYMENT, BUDGETING, CHOOSING A PLACE TO LIVE, GOOD WORK HABITS AND ATTITUDES, AFTER HOURS

RECREATION, AND MANNERS. APPENDICES CONTAIN INFORMATION ON SUGGESTED FIELD TRIPS, DITTO MASTERS AND NECESSARY SLIDES. ONE OF THE BETTER MATERIALS SAMPLES REVIEWED BY THE PROJECT. VERY GOOD INSTRUCTIONAL PACING.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL ACTIVITIES, INC. BOX 392, FREEPORT, NY 11520. $7.95. 2001681

TITLE: SOCIAL INFERENCE TRAINING OF RETARDED ADOLESCENTS AND THE TEST OF SOCIAL INFERENCE. 1971.
AUTHOR: EDMONSON, BARBARA, AND OTHERS.
CORPORATE AUTHOR: UNIVERSITY OF OREGON.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: RESEARCH ORIENTED MATERIAL WHICH MAY HAVE IMPLICATIONS FOR THE REHABILITATION COUNSELOR'S WORK WITH RETARDED PERSONS. SOME STATISTICAL DATA PRESENTED.
SUBJECT CONTENT: SOCIAL INFERENCE, RETARDED ADOLESCENTS, OBJECTIVES, BEHAVIOR.
COMMENT: MANY ASPECTS OF WORK TRAINING ARE MADE MORE DIFFICULT BECAUSE OF THE RETARDED PERSON'S DEFICITS IN SOCIAL COMPREHENSION. THIS REPORT DEALS WITH AN INSTRUMENT DEVELOPED TO MEASURE THE DEGREE OF DEFICIT AND EXPLORES MEANS OF REMEDIATING THESE DEFICIENCIES.
MEDIA: TEXTBOOK.
SOURCE: UNIVERSITY OF OREGON, EUGENE, OR 97403. 2001691

TITLE: VOCATIONAL LEARNING ACTIVITY PACKAGES FOR EDUCABLE MENTALLY RETARDED STUDENTS. 470 P. 1970-71.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: STUDENT, TEACHER AND CURRICULUM DEVELOPER ORIENTED MATERIALS WHICH MAY BE USED WITH EDUCABLE MENTALLY RETARDED AND OTHER HANDICAPPED STUDENTS AT THE SECONDARY AND POST SECONDARY LEVEL IN VOCATIONAL AND PREVOCATIONAL TRAINING.
SUBJECT CONTENT: CONSUMER ECONOMICS, HOME ECONOMICS, ART, HEALTH OCCUPATIONS, FLORISTRY, DISTRIBUTIVE EDUCATION, WOOD WORKING, CONSTRUCTION, AGRICULTURE, AUTOMOTIVE, PHOTOGRAPHY, ELECTRICITY, MASONRY, OFFICE OCCUPATIONS.
COMMENT: THIS IS A SERIES OF LEARNING ACTIVITY PACKETS AND TASK ANALYSES PREPARED FOR THE EDUCABLE MENTALLY RETARDED IN VERMONT. U.S.O.E. FUNDING WAS FROM THE BUREAU FOR EDUCATIONALLY HANDICAPPED. INFORMATION ON PARTICULAR PACKETS MAY BE FOUND IN THIS CATALOG IN SPECIFIC SUBJECT AREAS. EACH PACKET IS 3-10 PAGES AND COULD BE USED IN OCCUPATIONAL SUPERVISION OR CLASSROOM TEACHING SITUATIONS.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET, TASK ANALYSIS, COURSE GUIDE.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON VT 05401. FREE. 2002001

TITLE: GARDENING AND TRUCK PATCH. 3 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MC RAE UNIT.
RELEVANT TO: MENTAL (19.020102), PLANT SCIENCE (01.0102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: FIELD WORK, FERTILIZING, PLANTING, CULTIVATING, HARVESTING, VOCATIONAL GARDENING CHECK SHEET.
COMMENT: THIS MATERIAL CONTAINS A VERY GOOD BREAKDOWN OF THE KINDS OF KNOWLEDGE AND SKILLS A STUDENT SHOULD ACQUIRE IN THIS TYPE OF TRAINING PROGRAM. THE TASK LISTING CHECK SHEET COULD BE USED BY ANY WORK SUPERVISOR. MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL COST FOR DUPLICATION AND MAILING. 2003061

TITLE: SHELTERED WORKSHOP. 4 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: TOOLS, MATERIALS, SHELTERED WORKSHOP CHECK SHEET.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS A VERY GOOD BREAKDOWN OF THE KINDS OF KNOWLEDGE AND SKILLS WHICH CLIENTS SHOULD GAIN IN SHELTERED WORKSHOP SETTINGS. THE TASK LISTING CHECKSHEET COULD BE USED BY ANY WORK SUPERVISOR.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING. 2003071

TITLE: KITCHEN AND LAUNDRY TRAINING PROGRAM. 13 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: FOOD MANAGEMENT, PRODUCTION, AND SERVICES (09.0203), CLOTHING MANAGEMENT, PRODUCTION, AND SERVICES (09.0202), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: KITCHEN AIDE TRAINING, MAIN KITCHEN CHECK SHEET, LAUNDRY AIDE TRAINING, LAUNDRY CHECK LIST.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A KITCHEN OR LAUNDRY AIDE JOB. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE OUTLINE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING.
2003081

TITLE: YARDS AND GROUNDS TRAINING. 4 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: LANDSCAPING (01.0504), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: OBJECTIVES, METHODS, YARDS/GROUNDS CHECK SHEET.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A JOB AS A GARDENER. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. J. E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING.
2003091

TITLE: CUSTODIAL TRAINING. 10 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MCRAE UNIT.
RELEVANT TO: CUSTODIAL SERVICES (17.11), MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: ORIENTATION, TRAINING, WET MOPPING, JANITORIAL ASSISTANT CHECK SHEET.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF THE TASKS WHICH A WORKER MUST PERFORM IN A CUSTODIAN'S JOB. THE TASK LISTING SHEETS COULD BE USED BY ANY WORK EVALUATOR.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. J.E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING. 2003101

TITLE: VOCATIONAL EDUCATION CURRICULUM. 7 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL EDUCATION ARKANSAS CHILDREN'S COLONY, MC RAE UNIT.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: TEACHER OR WORK EVALUATOR ORIENTED MATERIAL WHICH CAN BE USED WITH TRAINABLE MENTALLY RETARDED CLIENTS IN AN INSTITUTIONAL OR SHELTERED WORKSHOP SETTING.
SUBJECT CONTENT: DEVELOPMENT, PERSONAL ADJUSTMENT/CHECK LIST.
COMMENT: MATERIAL HAS BEEN EVALUATED BY THE STATE EDUCATION DEPARTMENT. THIS MATERIAL CONTAINS AN EXCELLENT DESCRIPTIVE BREAKDOWN OF ADAPTIVE BEHAVIORS WHICH A RETARDED PERSON MUST POSSESS TO BE SOCIALLY VIABLE.
MEDIA: PRINTED-MATTER, COURSE GUIDE.
SOURCE: MR. J.E. MCCURRY, DIRECTOR OF VOCATIONAL EDUCATION, ARKANSAS CHILDREN'S COLONY, MCRAE UNIT, ALEXANDER, AR. NOMINAL CHARGE TO COVER DUPLICATION AND MAILING. 2003111

TITLE: OCCUPATIONAL EDUCATION CURRICULUM FOR SECONDARY LEVEL MENTALLY RETARDED. 71 P. 1969.
CORPORATE AUTHOR: DIVISION OF CURRICULUM EVALUATION AND DEVELOPMENT. BUFFALO PUBLIC SCHOOLS.
RELEVANT TO: MENTAL (19.020102).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED TO DESIGN LEARNING EXPERIENCES AND INSTRUCTION FOR ALL SPECIAL NEEDS IN OCCUPATIONAL EXPLORATION OR RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: ORIENTATION, JOB ANALYSIS, SKILLS, SEEKING EMPLOYMENT, LABOR ORGANIZATION, VOCABULARY.
COMMENT: THIS MATERIAL HAS MANY VALUABLE SECTIONS WHICH CAN BE OF ASSISTANCE TO THE TEACHER IN DESIGNING INSTRUCTIONAL MATERIALS. EACH SECTION CONTAINS A GOOD LISTING OF APPROPRIATE VOCABULARY WHICH STUDENTS NEED TO MASTER. THE JOB ANALYSIS IS BRIEF BUT

DESCRIPTIVE OF THE TASKS STUDENTS CAN BE EXPECTED TO PERFORM IN DIFFERENT OCCUPATIONS. MANY OCCUPATIONS ARE DESCRIBED. AN OUTLINE OF TOPICS TO BE COVERED IS INCLUDED WITH EACH SECTION AND SUGGESTED LEARNING ACTIVITIES AND MATERIALS ARE GIVEN. THIS WOULD BE AN EXCELLENT RESOURCE FOR THE BEGINNING TEACHER AND A GOOD QUICK REFERENCE FOR THE EXPERIENCED INSTRUCTOR. PUBLICATIONS IN FUNDAMENTAL MATH AND FUNDAMENTAL READING WILL BE AVAILABLE IN THE FALL.
MEDIA: GUIDEBOOK.
SOURCE: SCHOOL COMMUNITY OFFICE, BOARD OF EDUCATION, 7TH FLOOR, CITY HALL, BUFFALO, NY. COST $1.75 PLUS MAILING. 2003241

MOTOR: 19.020103

THIS CATEGORY REFLECTS STUDENTS WHO DISPLAY SOME PHYSICAL HANDICAP WHICH MUST BE ACCOMMODATED IN THE DESIGN OF INSTRUCTION. THE HANDICAP MAY BE FIXED OR PROGRESSIVE IN NATURE. GENERALLY, SKILL DEVELOPMENT IS IN FOUR BASIC AREAS. GROSS MOTOR SKILLS ASSIST THE STUDENT IN ATTAINING RELATIVELY INDEPENDENT PHYSICAL MOVEMENT. FINE MOTOR SKILLS DEVELOPMENT STRESSES INCREASING STUDENT SKILL IN MANIPULATING HANDS, FINGERS, HOOKS OR ARTIFICIAL HANDS. PHYSICAL MANAGEMENT PROVIDES INSTRUCTION DESIGNED TO ASSIST PUPILS IN DEVELOPING PHYSICAL SKILLS FOR PERSONAL CARE AND SOCIAL FUNCTIONING. MOBILITY TRAINING STRESSES ORIENTATIONS IN SPACE, THE USE OF BODY PARTS IN MOVEMENT, AND TRAVEL SKILLS.

TITLE: VOCATIONAL EDUCATION FOR THE HANDICAPPED. 10 P. 1970.
AUTHOR: FULLER, GERALD, AND OTHERS.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: MOTOR (19.020103).
ORIENTATION: TEACHER OR CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY LEVEL IN A VOCATIONAL PROGRAM.
SUBJECT CONTENT: DIVERSIFIED OCCUPATIONS.
COMMENT: DISCUSSES THE DESIGN AND DELIVERY OF VOCATIONAL SERVICES TO THE HANDICAPPED, PRIMARILY THE RETARDED, IN REGULAR VOCATIONAL TRAINING CENTERS IN VERMONT.
MEDIA: PRINTED-MATTER.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002781

TITLE: VOCATIONAL EDUCATION AND THE PHYSICALLY HANDICAPPED. 100 P. 07/71.
AUTHOR: LOVE, DON AND HOSKINS AND ASSOCIATES.
CORPORATE AUTHOR: LOS ANGELES CITY COLLEGE.
RELEVANT TO: MOTOR (19.020103).
ORIENTATION: PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A REFERENCE IN DEVELOPING PROGRAMS OF VOCATIONAL EDUCATION FOR THE PHYSICALLY HANDICAPPED. DEMOGRAPHIC DATA AND STATISTICAL ANALYSIS INCLUDED.
SUBJECT CONTENT: SUPPORTIVE SERVICES ROLE, WORK EXPERIENCE, PLACEMENT.
COMMENT: THIS MATERIAL DOES NOT CONTAIN CURRICULUM MATERIALS OR COURSE OUTLINES. IT IS VERY GENERAL AND DESCRIPTIVE MAINLY OF SITUATIONS AND EXPERIENCES UNIQUE TO THE INSTITUTION AND GEOGRAPHICAL AREA WHERE IT IS LOCATED. THE BOOK APPEARS TO BE RELATIVELY MORE EXPENSIVE THAN SIMILAR PRODUCTS OF A GENERAL DISCURSIVE NATURE. HOWEVER, MATERIALS ON VOCATIONAL EDUCATION FOR PHYSICALLY HANDICAPPED MAY BE SOMEWHAT DIFFICULT TO LOCATE AND THIS MATERIAL IS READILY AVAILABLE.
MEDIA: TEXTBOOK.
SOURCE: MR. FLYNN, DIRECTOR OF STUDENT BOOKSTORE, LOS ANGELES CITY COLLEGE BOOKSTORE, 855 NORTH VERMONT AVE., LOS ANGELES, CA 90029. $6.60. 2003441

THIS CATEGORY REFLECTS STUDENTS WHO ARE PARTIALLY SIGHTED TO TOTALLY BLIND. SPECIAL INSTRUCTIONAL TECHNIQUES SUCH AS BRAILLE READERS MAY BE NECESSARY TO WORK WITH THESE STUDENTS.

TITLE: CAREER ACTIVITIES FOR THE BLIND. 15 P. 10/71.
CORPORATE AUTHOR: OFFICE OF EDUCATION, SANTA CRUZ COUNTY.
RELEVANT TO: VISUAL (19.020105), PREVOCATIONAL EDUCATION (18.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH VISUALLY HANDICAPPED STUDENTS AT THE JUNIOR HIGH LEVEL IN OCCUPATIONS EXPLORATION PROGRAMS.
SUBJECT CONTENT: WANT ADS, TAPES, RECORDS, CAREER IDENTIFICATION GAMES, PUBLIC RELATIONS AGENCY, CAREER INFORMATION SERVICE.
COMMENT: THE OBJECTIVE IN PREPARING THIS DOCUMENT WAS TO PRODUCE A BOOK OF IDEAS FOR RESOURCE, ITINERANT, AND REGULAR TEACHERS OF THE VISUALLY HANDICAPPED. CONTAINS A NUMBER OF GAME TYPE ACTIVITIES THAT STIMULATE INTEREST IN DIFFERENT CAREERS. ACTIVITIES STRESS TACTILE AND AUDITORY EXPERIENCES. THIS CENTER WILL HAVE HOME ECONOMICS AND WOODWORKING GUIDES FOR VISUALLY HANDICAPPED STUDENTS BY THE FALL OF 1972. THERE WILL BE 500 COPIES OF EACH DOCUMENT. EVALUATION OF MATERIALS IS PRESENTLY UNDERWAY.
MEDIA: PAMPHLET.
SOURCE: RICHARD STRUCK, DIRECTOR OF PROGRAMS FOR EXCEPTIONAL CHILDREN SANTA CRUZ CO. SCHOOLS OFC., 701 OCEAN STREET, SANTA CRUZ, CA 95060. AVAILABLE FOR COST OF DUPLICATION AND MAILING. 2003461

TITLE: PROGRAMS FOR THE VISUALLY HANDICAPPED. 12 P. NO DATE.
CORPORATE AUTHOR: VOCATIONAL SKILLS TRAINING PROGRAM FOR THE VISUALLY HANDICAPPED OFFICE OF EDUCATION, SANTA CRUZ COUNTY.
RELEVANT TO: VISUAL (19.020105).
ORIENTATION: TEACHER OR PARENT ORIENTED MATERIAL WHICH MAY BE USED TO IDENTIFY AND DESCRIBE DIFFERENT VOCATIONAL TRAINING SERVICES AVAILABLE TO VISUALLY HANDICAPPED SECONDARY STUDENTS SEEKING OCCUPATIONAL TRAINING.
SUBJECT CONTENT: VOCATIONAL SKILLS TRAINING PROGRAM, BUSINESS ENTERPRISES, GOODWILL INDUSTRIES, SOCIAL AGENCIES, CAREER INFORMATION CENTER.
COMMENT: AN EXCELLENT LISTING IN-DEPTH OF SERVICES OFFERED IN CALIFORNIA. DOCUMENT ALSO REFERENCES PROGRAMS ACCROSS THE COUNTRY WHICH DELIVER VOCATIONAL TRAINING TO BLIND PERSONS. AN EXCELLENT RESOURCE. THIS CENTER WILL HAVE A HOME ECONOMICS AND WOODWORKING GUIDES FOR VISUALLY HANDICAPPED STUDENTS BY THE FALL OF 1972. THERE WILL BE 500 COPIES OF EACH EACH DOCUMENT. EVALUATION OF MATERIALS IS PRESENTLY UNDERWAY.
MEDIA: PAMPHLET.
SOURCE: RICHARD STRUCK, DIRECTOR OF PROGRAMS FOR EXCEPTIONAL CHILDREN, SANTA CRUZ CO. SCHOOLS OFC., 701 OCEAN STREET, SANTA CRUZ, CA 95060. AVAILABLE FOR COST OF DUPLICATION AND MAILING. 2003471

THE SUBJECT MATTER AND RELATED ACTIVITIES IN SAFETY AND DRIVER EDUCATION ARE ORGANIZED FOR CARRYING ON LEARNING EXPERIENCES CONCERNED WITH DEVELOPING IN THE LEARNER THE ABILITY TO RESPOND APPROPRIATELY AND EFFICIENTLY IN THE OPERATION OF A MOTOR VEHICLE, AND AS A PEDESTRIAN IN TRAFFIC. INSTRUCTION EMPHASIZES, IN ADDITION TO OTHER FACTORS, THE FOLLOWING: (1) THE DEVELOPMENT OF APPROPRIATE ATTITUDES TOWARDS SAFETY, (2) KNOWLEDGE CONCERNING A WIDE RANGE OF SAFETY FACTORS, (3) HABITS AND SKILLS INVOLVED IN SAFEGUARDING ONESELF AND OTHERS, AND (4) EFFECTIVE CITIZENSHIP.

A COMBINATION OF SUBJECT MATTER AND EXPERIENCES DIRECTED TOWARD THE CONSERVATION OF HUMAN AND MATERIAL RESOURCES. THE LEARNING ENVIRONMENT PROVIDED IS SUCH THAT PUPILS MAY ACQUIRE KNOWLEDGE AND BEHAVIORAL PATTERNS CONDUCIVE TO EFFICIENT AND SAFE LIVING.

TITLE: LADDER SAFETY DO'S AND DON'T'S. 3 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: SAFETY EDUCATION (21.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: PREREQUISITES, TOOLS, EQUIPMENT, SUPPLIES.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THIS DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, TASK DETAILING SHEET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE. 2002351

TITLE: LABORATORY PROJECT IN USING LADDERS. 3 P. 08/70.
AUTHOR: CAMPBELL, M.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: SAFETY EDUCATION (21.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY DISADVANTAGED OR HANDICAPPED PERSON AT THE SECONDARY OR POSTSECONDARY LEVEL IN A PREVOCATIONAL SKILL BUILDING PROGRAM.
SUBJECT CONTENT: MATERIALS, TOOLS, TASKS.
COMMENT: THIS MATERIAL WAS DEVELOPED FOR USE WITH THE EDUCABLE MENTALLY RETARDED PERSON RECEIVING TRAINING IN A REGULAR VOCATIONAL EDUCATION CENTER. THE LEARNING PACKAGE SEQUENTIALLY ORDERS TASKS TO BE EXECUTED IN DOING A JOB. EACH TASK IS QUITE SPECIFIC. THE DETAILING SHEET WOULD BE AS USEFUL IN THE EVALUATION OF ACTUAL JOB PERFORMANCE AS IT IS IN THE TRAINING PHASE.
MEDIA: PRINTED-MATTER, LEARNING ACTIVITY PACKET.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. CONTACT SOURCE FOR FURTHER INFORMATION. 2002881

TITLE: SAFETY IN YOUR FUTURE. 24 P. 1966.
CORPORATE AUTHOR: U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE/U.S. DEPARTMENT OF LABOR.
RELEVANT TO: SAFETY EDUCATION (21.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: SAFETY, PREPARATION, OCCUPATIONAL INSTRUCTORS, COURSE GUIDE, LESSON PLANS, HANDOUT SHEETS.
COMMENT: EXCELLENT MATERIAL FOR USE IN ANY WORK TRAINING PROGRAM WHERE COMMUNITY PLACEMENT IS USED. SOME OF THE TOPICS DISCUSSED DEAL WITH HANDTOOLS, WORKING AROUND MACHINERY, PERSONAL PROTECTION DEVICES, HOW TO LIFT, HANDLING MATERIALS SAFELY, LADDERS, HORSEPLAY, FIRST AID AND FIRES. READING LEVEL ON THE MATERIAL IS SIXTH GRADE TO SEVENTH GRADE.
MEDIA: PAMPHLET.
SOURCE: G.P.O., $0.15. 2091221

GUIDANCE SERVICES FOR PUPILS INCLUDE ACTIVITIES OF COUNSELING WITH PUPILS AND PARENTS, PROVIDING CONSULTATION WITH OTHER STAFF MEMBERS ON LEARNING PROBLEMS, EVALUATING THE ABILITIES OF PUPILS, ASSISTING PUPILS TO MAKE THEIR OWN EDUCATIONAL AND CAREER PLANS AND CHOICES, ASSISTING PUPILS IN PERSONAL AND SOCIAL DEVELOPMENT, PROVIDING REFERRAL ASSISTANCE, AND WORKING WITH OTHER STAFF MEMBERS IN PLANNING AND CONDUCTING GUIDANCE PROGRAMS FOR PUPILS. INCLUDED ARE FACILITIES FOR GUIDANCE AND COUNSELING, RELATED EQUIPMENT AND SUPPLIES, AND SERVICES PROVIDED BY GUIDANCE AND COUNSELING PERSONNEL.

A COUNSELING PROCESS IN WHICH THE STUDENT IS ASSISTED IN UTILIZING HIS APTITUDES AND ABILITIES TO DEVELOP REALISTIC CAREER PLANS AND IN PLANNING FOR HIS IMMEDIATE AND FUTURE EDUCATIONAL PROGRAM.

TITLE: OCCUPATIONAL ORIENTATION: AN INTRODUCTION TO THE WORLD OF WORK. 203 P. 1971.
AUTHOR: LEE, JASPER S.
CORPORATE AUTHOR: MISSISSIPPI STATE UNIVERSITY.
RELEVANT TO: PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED WORKBOOK WHICH MAY BE USED WITH ANY SIGHTED SECONDARY SPECIAL NEEDS STUDENT WITH EIGHTH GRADE READING ABILITY IN PREVOCATIONAL OR CAREER EXPLORATION PROGRAMS. SOME BLACK AND WHITE PHOTOS INCLUDED.
SUBJECT CONTENT: ORIENTATION, CAREER, APPLICATION, ADVANCEMENT, SERVICE OCCUPATIONS, BUSINESS OCCUPATIONS, ORGANIZATIONAL OCCUPATICNS, TECHNOLOGY OCCUPATIONS, OUTDOOR OCCUPATIONS, SCIENCE OCCUPATICNS, ART OCCUPATIONS, ENTERTAINMENT OCCUPATIONS, LOCATING AND APPLYING FOR A JOB, WORKING ON THE JOB.
COMMENT: THERE IS AN EXCELLENT SECTION ON UNDERSTANDING THE PRESENT WORLD OF WORK THAT WILL SERVE AS A CONCEPTUAL INTRODUCTION TO DIFFERENT ASPECTS OF THE WORLD OF WORK. THIS MATERIAL COULD BE USED WITH MENTALLY RETARDED WITH SOME MODIFICATION, I.E., TAPE RECORDING AND SOME VOCABULARY MODIFICATION. IT WOULD BE AN EXCELLENT MATERIAL FOR ANY EXPLORATORY PROGRAM. THERE ARE EXTENSIVE LISTINGS OF SUGGESTED STUDENT ACTIVITIES THAT CAN BE PURSUED TO OBTAIN ADDITIONAL CAREER INFORMATION ON THE VARIOUS OCCUPATIONS DESCRIBED.
MEDIA: TEXTBOOK.
SOURCE: CURRICULUM COORDINATING UNIT, MISSISSIPPI STATE UNIVERSITY, DRAWER DX, STATE COLLEGE, MS 39762. $4.00. 2001581

TITLE: VOCATIONAL REHABILITATION EVALUATION AND TRAINING CENTER. JOB DESCRIPTIONS. 6 P. 09/71.
CORPORATE AUTHOR: VOCATIONAL EDUCATION FOR THE HANDICAPPED.
RELEVANT TO: PREVOCATIONAL GUIDANCE (23.01), DISADVANTAGED/HANDICAPPED - INTERNAL (19.02).
ORIENTATION: CURRICULUM OR PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A REFERENCE TO THE KINDS OF POSITIONS WHICH ARE TRAINED FOR IN THIS PARTICULAR SETTING.
SUBJECT CONTENT: CHILD CARE, CERAMICS, CLOTHING, FOODS, GRAPHICS, GROCERY, JANITORIAL SERVICE, TYPING, SPEECH, LAWN SERVICE, LEATHERCRAFT, MECHANICS/AUTO, NEEDLEWORK/CRAFTS, PLASTICS, SHOE SHINE, WELDING, WOODWORK.
COMMENT: THIS MATERIAL PRESENTS A ONE PARAGRAPH SYNOPSIS OF JOBS IN WHICH THIS CENTER OFFERS CLIENT TRAINING.
MEDIA: PRINTED-MATTER, JOB DESCRIPTION.
SOURCE: MR. B. D. ROBERTS, DIRECTOR, VOCATIONAL EDUCATION FOR THE HANDICAPPED, 1593 WEST CAPITOL STREET, JACKSON, MS 39203. 2003011

TITLE: HOW TO GET A JOB AND HOLD IT. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: MATERIALS, TEACHING METHODS, HEALTH, SAFETY, JOB POSSIBILITY, FILMSTRIPS.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. THIS IS A COURSE OUTLINE THAT LISTS SPECIFIC PERFORMANCE OBJECTIVES, TEACHING MATERIALS, PROVIDES A LIST OF STUDENT ACTIVITIES AND HAS A REFERENCE SECTION. EVALUATION IS CURRENTLY BEING CONDUCTED ON THE MATERIALS. THE COPY RECEIVED FOR ANNOTATING WAS DIFFICULT TO READ. OTHER COPIES MAY OR MAY NOT HAVE THIS REPRODUCTION DEFECT.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003601

TITLE: GETTING THAT JOB. 24 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: VOCABULARY, JOB HUNTING, INTERVIEW PREPARATION, APPLICATION FORMS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK

OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH-GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007481

TITLE: YOU AND YOUR OCCUPATION. 30 P. 1966.
AUTHOR: DARE, BEATRICE F. AND EDWARD J. WOLFE.
CORPORATE AUTHOR: CLARION HOUSE.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: JOB ORIENTATION, VOCABULARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH GRADE READING LEVEL. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007501

TITLE: WANTING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: APPLICATION FORM, INTERVIEW, APTITUDE TEST, FINAL EXAM, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODE IS ABOUT ONE ASPECT OF WANTING A JOB.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007571

TITLE: STARTING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: EXERCISES, FINAL EXAM, HOUSEHOLD EXPENSES, PERSONNEL OFFICE, DRIVER'S LICENSE, JOB PROTECTION, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODE IS ABOUT ONE ASPECT OF LOOKING FOR A JOB..
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007581

TITLE: LOOKING FOR A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EACH EPISODF IS ABOUT ONE ASPECT OF LOOKING FOR A JOB.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607.
2007591

TITLE: HOLDING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: EXERCISES, FINAL EXAM, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT JOB CONDITIONS, GOOD WORKING HABITS AND OCCUPATIONAL PROBLEMS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007601

TITLE: CHANGING A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL AND VOCATIONAL TRAINING.
SUBJECT CONTENT: ADVICE, FINAL EXAM, WORD MATCHING, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT CAREER SATISFACTION, UNIONS AND SALARIES.
MEDIA: TEXTBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007621

TITLE: THE JOBS YOU GET. 48 P. 1962.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: INTERVIEW, EQUIPMENT, WARDROBE, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK IS IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT JOB APPLICATIONS, EMPLOYMENT OFFICES AND COMMUNICATION SKILLS. GEARED TO APPROXIMATELY A THIRD GRADE READING LEVEL.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007631

TITLE: TRAINING FOR A JOB. 48 P. 1967.
AUTHOR: TURNER, RICHARD H.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN PREVOCATIONAL TRAINING.
SUBJECT CONTENT: WORD MATCHING, FINAL EXAM, APPRECIATION, POTENTIAL, GLOSSARY.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. BOOKLET IN STORY FORM WITH ACTIVITIES TO COMPLETE AT THE END OF EACH SECTION. EPISODES ARE ABOUT TRAINEES, FRINGE BENEFITS AND JOB SKILLS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007641

TITLE: KEEPING THAT JOB. 32 P. 1967.
AUTHOR: DARE, BEATRICE F., AND EDWARD J. WOLFE.
CORPORATE AUTHOR: FOLLETT EDUCATIONAL CORPORATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN PREVOCATIONAL OR VOCATIONAL TRAINING.

SUBJECT CONTENT: VOCABULARY, SENTENCE FILL-INS.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. WORKBOOK GEARED TO APPROXIMATELY A FOURTH GRADE READING LEVEL. INCLUDES LESSONS ON THE IMPORTANCE OF FIRST IMPRESSIONS, HOLDING DOWN A JOB AND REASONS FOR STAYING WITH A JOB. INSTRUCTOR'S MANUAL BY THE SAME TITLE ACCOMPANIES THIS BOOKLET.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL OPPORTUNITIES DIVISION, DIVISION OF FOLLETT PUBLISHING CO., 1010 WEST WASHINGTON BLVD., CHICAGO, IL 60607. 2007661

TITLE: THE WORLD OF WORK ORIENTATION AND GUIDANCE. 216 P. 06/72.
AUTHOR: JENSEN, A.K., AND OTHERS.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: TEACHER AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN WORK EXPLORATION PROGRAMS.
SUBJECT CONTENT: ORIENTATION, EMPLOYMENT GRAPHS, APPLICATION FORMS, DIAGRAMS.
COMMENT: THIS MATERIAL CONTAINS TRANSPARENCY MASTERS AND A NUMBER OF LEARNING ACTIVITIES. EACH LEARNING ACTIVITY CONTAINS PERFORMANCE OBJECTIVES, TOOLS AND EQUIPMENT, MATERIALS, PROCEDURES, POINTS FOR INCLUSION IN THE DISCUSSION, AND STUDENT WORKSHEETS. THE WORKSHEETS ARE APPROPRIATE FOR USE WITH LESS ABLE READERS AND THE TRANSPARENCY MASTERS ARE GOOD. A VERY THOROUGH SELF-CONTAINED INSTRUCTIONAL PACKAGE. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GUIDEBOOK.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008401

TITLE: GAME CARDS. 29 P. NO DATE.
CORPORATE AUTHOR: SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: PREVOCATIONAL EDUCATION (18.01), PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN PREVOCATIONAL AND OCCUPATIONAL EXPLORATION PROGRAMS.
SUBJECT CONTENT: GAME CARDS, OCCUPATIONS.
COMMENT: THIS MATERIAL IS A SERIES OF SHEETS WHICH HAVE DIFFERENT OCCUPATIONAL TITLES PRINTED ON THEM. THESE CARDS CAN BE USED IN A LOTTO TYPE GAME TO MAKE LEARNING ABOUT OCCUPATIONS MORE FUN. A MATERIALS AND EQUIPMENT LIST IS ATTACHED.
MEDIA: GAME.
SOURCE: MR. C. H. JOHNSON, JR., DIRECTOR, OFFICE OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 908 RUTLEDGE BUILDING, COLUMBIA, SC 29201. LIMITED AVAILABILITY. COPIES CAN BE REQUESTED BY STATE SUPERVISORS ONLY. THESE CAN THEN BE DUPLICATED AND DISTRIBUTED TO INDIVIDUAL TEACHERS. 2008411

TITLE: SELECTED FREE MATERIALS FOR CLASSROOM TEACHERS. 135 P. 1971.
AUTHOR: AUBREY, RUTH H.
RELEVANT TO: PREVOCATIONAL GUIDANCE (23.01).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE INSTRUCTIONAL MATERIALS AVAILABLE FROM GOVERNMENT AGENCIES, NATIONAL ASSOCIATIONS AND MANUFACTURERS. THE MATERIALS LISTED HAVE POSSIBLE APPLICATION TO THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, FREE, DESCRIPTIONS, INDEX.
COMMENT: INCLUDES MATERIALS FOR GUIDANCE AND CAREER EDUCATION. MANY MATERIALS LISTED WHICH MAY BE USED AS RELATED INFORMATION IN ALL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: FEARON PUBLISHERS, LEAR SIEGLER, INC., EDUCATIONAL DIVISION, 6 DAVIS DRIVE, BELMONT, CA 94002. $2.00. 2009471

A COUNSELING PROCESS IN WHICH SPECIFIC INFORMATION CONCERNING IMMEDIATE AND LONG-RANGE OCCUPATIONAL PLANS IS PROVIDED STUDENTS INDIVIDUALLY OR IN GROUPS.

TITLE: DECIDING ON AND LOCATING YOUR KIND OF JOB. 15 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION OR PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: JOB DECISION, LOCATING JOB, SELF-INVENTORY, EMPLOYMENT AGENCIES.
COMMENT: THIS MATERIAL REQUIRES AT LEAST A SEVENTH OR EIGHTH GRADE READING LEVEL AND UNDERSTANDING.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001031

TITLE: GETTING YOUR JOB. 14 P. 1971.
AUTHOR: SHANNON, THEODORE.
CORPORATE AUTHOR: AGRICULTURAL EDUCATION SERVICE, OHIO STATE DEPARTMENT OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (18.02), OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED OR HANDICAPPED ON A SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION OR PREVOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: SOCIAL SECURITY CARD, RESUME, JOB APPLICATION FORMS, JOB INTERVIEWS, JOB INTERVIEW CHECKLIST.
COMMENT: AREAS OF STUDY IN THIS UNIT INCLUDE: GETTING YOUR SOCIAL SECURITY CARD, COMPILING YOUR RESUME, FILLING OUT A JOB APPLICATION FORM, PREPARING FOR A JOB INTERVIEW. THE MATERIAL REQUIRES A SEVENTH OR EIGHTH GRADE READING LEVEL.
MEDIA: WORKBOOK.
SOURCE: DEPARTMENT OF AGRICULTURAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. CONTACT SOURCE FOR PRICE INFORMATION. 2001041

TITLE: COMPARATIVE GUIDANCAE AND PLACEMENT PROGRAM. 44 P. 1969.
CORPORATE AUTHOR: COLLEGE ENTRANCE EXAMINATION BOARD.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH HANDICAPPED AND DISADVANTAGED PERSONS AT THE SECONDARY AND POSTSECONDARY LEVEL IN A PREVOCATIONAL OR OCCUPATIONAL EXPLORATION PROGRAM.
SUBJECT CONTENT: VOCABULARY, READING, SENTENCES, MATH, COMPARISONS, GUIDANCE/PLACEMENT TEST.
COMMENT: THIS INSTRUMENT WAS IDENTIFIED BY THE NATIONAL TECHNICAL INSTITUTE FOR THE DEAF AS ONE WHICH SEEMED TO BE A USEFUL PREDICTIVE MEASURE, WHEN USED WITH OTHER DATA, OF A STUDENT'S POTENTIAL FOR SUCCESS IN DIFFERENT TECHNICAL TRAINING AREAS.
MEDIA: WORKBOOK.
SOURCE: EDUCATIONAL TESTING SERVICE, PRINCETON, NJ. 2002941

TITLE: OCCUPATIONAL ORIENTATION VOLUME 6. 18 P. NO DATE.
CORPORATE AUTHOR: MISSISSIPPI STATE DEPT. OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT AND TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL TRAINING OR COOPERATIVE WORK EXPERIENCE PLACEMENTS.
SUBJECT CONTENT: VOCATIONAL OBJECTIVES, PERSONAL GROOMING, INTERVIEWS, EMPLOYER'S ROLE, EQUIPMENT, MONEY MANAGEMENT.
COMMENT: THIS UNIT IS PRESENTLY BEING USED WITH DISADVANTAGED AND HANDICAPPED STUDENTS IN VOCATIONAL TRAINING PROGRAMS IN MISSISSIPPI. IT IS A COURSE OUTLINE WHICH PROVIDES GUIDANCE AS TO THE KINDS OF SUBJECTS THAT SHOULD BE STUDIED IN AN OCCUPATIONAL ORIENTATION PROGRAM. EVALUATION IS PRESENTLY BEING CONDUCTED ON THE MATERIALS.
MEDIA: GUIDEBOOK.
SOURCE: BILL LOWERY, ASSISTANT DIRECTOR, HANDICAPPED PROGRAM, ITJ. JUNIOR COLLEGE, TUPPELO CENTER, TUPPELO, MS. LIMITED QUANTITIES AVAILABLE. 2003571

TITLE: OCCUPATIONAL EXPLORATION AND CAREER SELECTION. NO DATE.
CORPORATE AUTHOR: WHITESIDE AREA VOCATIONAL CENTER.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: GUIDANCE COUNSELOR AND STUDENT ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN OCCUPATIONAL

EXPLORATION PROGRAMS.
SUBJECT CONTENT: PRACTICE FORMS, ASSIGNMENTS, PRETEST, POSTTEST, OCCUPATIONS SELECTION.
COMMENT: THIS MATERIAL IS WRITTEN TO BE USED BY STUDENTS AND SOME SECTIONS ARE VERY APPROPRIATE FOR THIS PURPOSE. THERE IS A HEAVY EMPHASIS IN SELF ANALYSIS AS A BASIS FOR JOB CHOICE. A RATHER EXTENSIVE MEDIA SELECTION IN THE RESOURCE CENTER AT THIS INSTITUTION IS USED BY STUDENTS WORKING WITH THIS PACKET. THE CASSETTE COLLECTION, IN PARTICULAR, SHOULD BE DUPLICATED BY INSTITUTICNS USING SUCH HANDBOOKS. THE READING LEVEL IS QUITE HIGH IN ABOUT HALF OF THE STUDENT ACTIVITIES.
MEDIA: WORKBOOK.
SOURCE: MR. J. H. RHODES, WHITESIDE AREA VOCATIONAL CENTER, 1608- 4TH AVENUE, STERLING, IL 61081. LIMITED AVAILABILITY. CONTACT SOURCE FOR PRICE INFORMATION. 2003891

TITLE: SELECTED BIBLIOGRAPHIES ON THE VOCATIONALLY HANDICAPPED. 56 P. 1972.
AUTHOR: CONARD, LAURENCE ROBERT.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02), CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER AND CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A RESOURCE IN DEVELOPING VOCATIONAL TRAINING FOR SECONDARY AND POSTSECONDARY HANDICAPPED STUDENTS.
SUBJECT CONTENT: ADJUSTMENT, COUNSELING, EDUCATION, GUIDANCE, MATERIALS, PLACEMENT, REHABILITATION, TRAINING.
COMMENT: THIS IS QUITE A COMPREHENSIVE REVIEW OF EXISTING RESOURCES AND SHOULD CERTAINLY BE REQUESTED BY ANY PERSONS INTERESTED IN VOCATIONAL CURRICULUM FOR THESE CLIENTS. COPIES WILL BE AVAILABLE FREE OF CHARGE FROM REGIONAL SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTERS. TO FIND THE NAME OF THE CENTER NEAREST YOU, CONTACT YOUR STATE DIRECTOR OF SPECIAL EDUCATION OR WRITE TO THE DEVELOPER.
MEDIA: BIBLIOGRAPHY.
SOURCE: MS. BOLEN, IMCSE: AFFILIATE COORDINATOR, 1031 S. BROADWAY, SUITE 623, LOS ANGELES, CA 90015. SEND STAMPED, SELF-ADDRESSED ENVELOPE FOR ORDERING INFORMATION. 2003991

TITLE: JCBS IN YOUR FUTURE. 96 P. 1967.
AUTHOR: LEE, MIRIAM.
CORPORATE AUTHOR: NEWARK NEW JERSEY BOARD OF EDUCATION.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH MAY BE USED BY ANY SIGHTED SPECIAL NEEDS STUDENT AT THE SECONDARY OR POSTSECONCARY LEVEL IN PREVOCATIONAL EDUCATION.
SUBJECT CONTENT: JOB INFORMATION.
COMMENT: WELL ILLUSTRATED SERIES OF EXERCISES WHICH ARE DESIGNED TO ORIENT STUDENTS TO DIFFERENT TYPES OF OCCUPATIONS AND HOW TO SECURE AND KEEP JOBS. WOULD BE VERY APPROPRIATE FOR USE WITH EDUCABLE MENTALLY RETAREDED AS WELL AS OTHER GROUPS.
MEDIA: WORKBOOK.
SOURCE: SCHOLASTIC BOOK SERVICES, NEW YORK, N.Y. 2100151

INCLUDED IN THIS CATAGORY IS MATERIAL OF GENERAL INTEREST TO COUNSELORS AND THEIR PROFESSION. EXAMPLES OF MATERIALS INCLUDES: INSERVICE EDUCATION MATERIALS, PROFESSIONAL PERIODICALS, OR UNIQUE PROGRAMS BEING IMPLEMENTED IN OTHER GUIDANCE AND COUNSELING ACTIVITIES.

TITLE: MINNESOTA IMPORTANCE QUESTIONNAIRE. 4 P. 1971.
CORPORATE AUTHOR: WORK ADJUSTMENT PROJECT.
RELEVANT TO: OTHER GUIDANCE AND COUNSELING (23.03).
ORIENTATION: COUSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH HANDICAPPED AND DISADVANTAGED PERSONS AT THE SECONDARY AND POSTSECONDARY LEVEL IN A PREVOCATIONAL OR OCCUPATIONAL EXPLORATION PROGRAM. THERE IS A FORM OF THIS EVALUATION MEASURE WHICH HAS BEEN STANDARDIZED ON RETARDED POPULATIONS.
SUBJECT CONTENT: VOCATIONAL NEEDS, ACHIEVEMENT, ADVANCEMENT, POLICIES, COMPENSATION, RESPONSIBILITY, SUPERVISION.
COMMENT: THIS INSTRUMENT IS DESIGNED TO ELICIT THE SUBJECT'S SELF PERCEIVED NEEDS WHICH MAY HAVE RELEVANCE TO VOCATIONAL CHOICE OR SUCCESS. QUESTIONS SEEK TO DETERMINE THE SUBJECT'S NEEDS FOR: (1) ABILITY UTILIZATION, (2) ACHIEVEMENT, (3) ACTIVITY, (4) ADVANCEMENT, (5) AUTHORITY, (6) FAIR COMPANY POLICIES AND PRACTICES, (7) COMPENSATION, (8) CO-WORKER RELATIONSHIPS, (9) CREATIVITY, (10) INDEPENDENCE, (11) MORAL VALUES, (12) RECOGNITION, (13) RESPONSIBILITY, (14) SECURITY, (15) SOCIAL SERVICE, (16) SOCIAL STATUS, (17) SUPERVISION-HUMAN RELATIONS, (18) SUPERVISION-TECHNICAL, (19) VARIETY, (20) WORKING CONDITIONS.
MEDIA: PRINTED-MATTER, QUESTIONNAIRE.
SOURCE: VOCATIONAL PSYCHOLOGY RESEARCH, DEPARTMENT OF PSYCHOLOGY, ELLIOTT HALL, UNIVERSITY OF MINNESOTA, MINNEAPOLIS, MN 55455.
2002931

TITLE: HALL OCCUPATIONAL ORIENTATION INVENTORY. 60 P. 1971.
AUTHOR: HALL, L.G., AND OTHERS.
RELEVANT TO: OTHER GUIDANCE AND COUNSELING (23.03).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH SIGHTED SPECIAL NEEDS STUDENTS AT THE SECONDARY OR POSTSECONDARY LEVEL IN VOCATION AND EVALUATION WORK.
SUBJECT CONTENT: MANUAL, OCCUPATIONAL INVENTORY, YOUNG ADULT, COLLEGE.
COMMENT: THIS MATERIAL WAS SENT TO NWREL AS A PUBLISHERS SAMPLE AND HAS BEEN SELECTED FOR LISTING. MATERIALS FROM OTHER PUBLISHERS REGRETABLY WERE NOT INCLUDED DUE TO LACK OF SAMPLE COPY. THE PURPOSE OF THIS TEST IS A SYSTEMATIC AND COMPREHENSIVE RESPONSE STRUCTURE WHICH WILL ENABLE THE CLIENT TO BEST FIND AN OCCUPATIONAL CHOICE FULFILLING HIS PSYCHOLOGICAL NEEDS AND VALUES. THE KIT CONTAINS A COUNSELOR'S MANUAL EXPLAINING THE PURPOSES, ADMINISTRATION AND GRADING OF THE TEST. ALSO CONTAINED ARE THE QUESTION BOOKLET, TWO INTERPRETIVE FOLDERS FOR YOUNG ADULTS AND COLLEGE STUDENTS, AND A RESPONSE SHEET.
MEDIA: KIT.
SOURCE: FOLLETT EDUCATIONAL CORPORATION, 1010 W. WASHINGTON BOULEVARD, CHICAGO, IL 60607.
2007261

MATERIALS UNDER THIS HEADING MAY BE USED TO DESCRIBE THE ASPECTS OF SERVICES FOR THE INSTRUCTIONAL STAFF WHICH ARE PROVIDED FOR INSTRUCTIONAL STAFF MEMBERS OF THE SCHOOL OR SCHOOL SYSTEM.

INSERVICE EDUCATION FOR THE INSTRUCTIONAL STAFF INCLUDES SYSTEMATIZED ACTIVITIES PROMOTED, DIRECTED, OR APPROVED BY A SCHOOL SYSTEM OR SCHOOL THAT CONTRIBUTE TO THE PROFESSIONAL OR OCCUPATIONAL GROWTH AND COMPETENCE OF MEMBERS OF THE INSTRUCTIONAL STAFF DURING THE TIME OF THEIR SERVICE SCHOOL SYSTEM OR SCHOOL AMONG THESE ACTIVITIES ARE WORKSHOPS, DEMONSTRATICNS, CONFERENCES, LECTURES, COURSES FOR COLLEGE CREDIT, SABBATICAL LEAVES, AND TRAVEL LEAVES.

TITLE: MATERIALS DEVELOPMENT CENTER - INFORMATION NEWSLETTER. 1971.
CORPORATE AUTHOR: STOUT STATE UNIVERSITY, WISCONSIN.
RELEVANT TO: INSERVICE EDUCATION (24.01).
ORIENTATION: REHABILITATION OR WORK SUPERVISOR ORIENTED MATERIAL WHICH MAY BE USED TO KEEP ABREAST OF THE NEW DEVELOPMENTS IN THE FIELD OF WORK EVALUATION, ADJUSTMENT AND TRAINING.
SUBJECT CONTENT: DEVELOPMENT CENTER ORIENTATION, METHODOLOGY, MATERIALS, UTILIZATION, NEWSLETTER.
COMMENT: THIS PUBLICATION IS PUT TOGETHER BY ONE OF THE MOST OUTSTANDING VOCATIONAL SCHOOLS IN THE COUNTRY. THE REHABILITATION DEPARTMENT IS QUITE STRONG AND THOSE WITH AN INTEREST IN PROFESSIONAL DEVELOPMENT SHOULD REQUEST TO BE PUT ON THE CENTER'S MAILING LIST. THIS IS THE SITE OF A SPECIFICALLY FUNDED BUREAU OF EDUCATIONAL HANDICAPPED PROJECT TO TRAIN REGULAR VOCATIONAL TEACHERS TO SERVE THE REHABILITATION OR SPECIAL NEEDS CLIENT.
MEDIA: PERIODICAL.
SOURCE: DEPARTMENT OF REHABILITATION AND MANPOWER SERVICES, SCHOOL OF EDUCATION, STOUT STATE UNIVERSITY, MENOMONIE, WI 54751. FREE. 2001861

CURRICULUM DEVELOPMENT ENCOMPASSES ACTIVITIES HAVING AS THEIR PURPOSE THE IMPROVEMENT OF THE CURRICULUM, INCLUDING THE PROGRAMS OF STUDIES, COCURRICULAR ACTIVITIES, AND INSTRUCTIONAL SERVICES OF THE SCHOOL SYSTEM OR SCHOOL. THESE ACTIVITIES INCLUDE CONSIDERING EDUCATIONAL NEEDS OF PUPILS AND COMMUNITY, IDENTIFYING GENERAL AIMS AND SPECIFIC OBJECTIVES, SELECTING AND ORGANIZING APPROPRIATE CONTENT AND LEARNING EXPERIENCES, IDENTIFYING APPROPRIATE METHODS AND RESOURCES, PREPARING CURRICULUM GUIDES AND OTHER RESOURCE MATERIALS, TESTING AND RECOMMENDING SUCH RESOURCE MATERIALS, AND PROVIDING FOR CONTINUCUS, METHODICAL STUDY, EVALUATION, AND IMPROVEMENT OF THE EXISTING INSTRUCTIONAL PROGRAM.

TITLE: THE TRAVELING PACKAGE. 20 P. 1971.
CORPORATE AUTHOR: UNIVERSITY OF OREGON.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN VOCATIONAL, PREVOCATIONAL, GUIDANCE, OR RELATED EDUCATION PROGRAMS.
SUBJECT CONTENT: INSTRUCTIONAL MATERIALS, PREVOCATIONAL.
COMMENT: THE MATERIAL WAS DEVELOPED TO MAKE TEACHERS AWARE OF APPROPRIATE COMMERCIAL MATERIALS AVAILABLE TO USE IN WORK EXPERIENCE PROGRAMS FOR THE EDUCABLE AND TRAINABLE MENTALLY RETARDED. COMMENTS ARE INCLUDED ABOUT EACH MATERIAL. HANDY QUICK REFERENCE TO A SELECTIVE LISTING OF COMMERCIALLY AVAILABLE MATERIAL.
MEDIA: DIRECTORY.
SOURCE: NWSEIMC, CLINICAL SERVICES BUILDING, UNIVERSITY OF OREGON, EUGENE, OR 97403.
2001161

TITLE: GRAPHIC ILLUSTRATIONS OF JOB-SIMULATION CENTERS AND SKILL TRAINING. 18 P. 1970.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER OR CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SIGHTED HANDICAPPED OR DISADVANTAGED STUDENT AT THE SECONDARY OR POST SECONDARY LEVEL IN JOB EXPLORATION PROGRAMS. PACKET IS PRIMARILY GRAPHICS.
SUBJECT CONTENT: GRAPHIC ILLUSTRATIONS, JOB/SIMULATION CENTERS.
COMMENT: THIS MATERIAL CONSISTS OF A SERIES OF GRAPHIC REPRESENTATIONS OF THE CONSTELLATION OF OCCUPATIONS CENTERING ON THE SEVEN BASIC VOCATIONAL INSTRUCTION AREAS. IN ADDITION, SOME OF THE JOBS HAVE BEEN GIVEN GRAPHIC REPRESENTATION OF THE TASKS WHICH ARE NECESSARY TO MASTER THEM. THE MATERIAL WAS DEVELOPED FOR USE WITH EDUCABLE MENTALLY RETARDED UNDER A U.S.O.E. GRANT FROM THE BUREAU OF EDUCATIONALLY HANDICAPPED AND HAS BEEN USED IN REGULAR VOCATIONAL SKILL CENTERS IN VERMONT. GRAPHICS COULD BE USED FOR TRANSPARENCY MASTERS. THEY ARE MIMEOGRAPHED IN THE PACKET.
MEDIA: PRINTED-MATTER.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002551

TITLE: SELECTING LEARNING MATERIALS. 45 P. 1970.
AUTHOR: HULL, MARC.
CORPORATE AUTHOR: UNIVERSITY OF VERMONT.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED IN DESIGNING CURRICULUM OR INSTRUCTIONAL PROCEDURES TO MEET THE NEEDS OF THE HANDICAPPED STUDENT, PARTICULARLY THE RETARDED IN SECONDARY VOCATIONAL TRAINING PROGRAMS.
SUBJECT CONTENT: INDUSTRY, PUBLIC/PRIVATE AGENCIES, MATHEMATICS, SCIENCE, SOCIAL STUDIES, FREE MATERIALS.
COMMENT: PRESENTS A LISTING OF RESOURCES AND COMMERCIALLY AVAILABLE MATERIALS WHICH ARE APPROPRIATE FOR USE WITH SECONDARY EDUCABLE MENTALLY RETARDED PERSONS.
MEDIA: DIRECTORY.
SOURCE: MR. MARC HULL, VOTEX DEPARTMENT, UNIVERSITY OF VERMONT, BURLINGTON, VT 05401. FREE.
2002791

TITLE: ACQUISITICNS: VOCATIONAL EDUCATION. 2 P. NO DATE.
CORPORATE AUTHOR: NEW YORK STATE NETWORK OF SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTER.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN THE SELECTION OF APPROPRIATE CURRICULUM INSTRUCTIONAL MATERIALS.
SUBJECT CONTENT: SPECIAL EDUCATION INSTRUCTIONAL MATERIALS, VOCATIONAL.
COMMENT: THIS DOCUMENT LISTS VOCATIONAL MATERIALS RECENTLY RECEIVED BY THE REGIONAL SEIMC AT STATE UNIVERSITY COLLEGE OF NEW YORK, BUFFALO.
MEDIA: PRINTED-MATTER, ACQUISITIONS LIST.
SOURCE: REGIONAL SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTER, DIVISION OF

EXCEPTIONAL EDUCATION, STATE UNIVERSITY COLLEGE AT BUFFALO, 7800 ELMWOOD AVE., BUFFALO, NY. 2003131

TITLE: AN ANNOTATED BIBLIOGRAPHY FOR LEARN AND EARN. 64 P. NO DATE.
CORPORATE AUTHOR: FLORIDA MIGRATORY CHILD COMPENSATORY EDUCATION LEARN AND EARN PROGRAM.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER OR CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH ANY SPECIAL NEEDS STUDENT AT THE SECONDARY LEVEL IN A WORK TRAINING PROGRAM.
SUBJECT CONTENT: AUTO TUNE-UP, SUPERMARKET, HOUSEKEEPING, PATIENT CARE, READING, MATH, GUIDANCE.
COMMENT: THIS BIBLIOGRAPHY CONTAINS A BRIEF DESCRIPTIVE NOTE ON EACH OF THE ENTERED MATERIALS. THE MATERIALS ARE CLASSIFIED BY SUBJECT FOR AUTO TUNE-UP, HOUSEKEEPING, HEALTH, HOSPITAL-HEALTH, HOSPITAL-HEALTH-CAREERS, READING, MATH AND GUIDANCE. THIS WOULD BE AN EXCELLENT REFERENCE FOR ESTABLISHING A WORK ORIENTED LEARNING MATERIALS CENTER.
MEDIA: BIBLIOGRAPHY.
SOURCE: MR. J. B. MURPHREE, CURRICULUM COORDINATOR, KNOTT BUILDING, TALLAHASSEE, FL 32303. AVAILABLE IN LIMITED QUANTITY. CONTACT SOURCE FOR COST. 2003301

TITLE: ARKANSAS COORDINATED CAREER EDUCATION. 250 P. 08/71.
CORPORATE AUTHOR: ARKANSAS DEPARTMENT OF EDUCATION.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER OR PROGRAM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED IN THE DESIGN OF CAREER EXPLORATION PROGRAMS FOR SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL.
SUBJECT CONTENT: ORIENTATION, SELECTION, FACILITIES, LABOR LAWS.
COMMENT: THIS MATERIAL DISCUSSES THE PROGRAMS THAT ARE ESTABLISHED IN ARKANSAS. THERE IS A SECTION ON CLASSROOM INSTRUCTION AND CURRICULUM.
MEDIA: GUIDEBOOK.
SOURCE: MR. R. F. FAUCETTE, ADMINISTRATOR, DEPARTMENT OF EDUCATION, LITTLE ROCK, AR 72201. LIMITED QUANTITIES AVAILABLE. 2003491

TITLE: BIBLIOGRPHY OF COMMERCIALLY PRODUCED CURRICULUM AND INSTRUCTIONAL MATERIALS EXEMPLARY PROGRAM. 1970-71.
CORPORATE AUTHOR: OKLAHOMA STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION, TULSA PUBLIC SCHOOLS.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED TC SELECT INSTRUCTIONAL MATERIALS FOR SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN OCCUPATIONAL TRAINING OR PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: MEDIA.
COMMENT: THIS BIBLIOGRAPHY REPRESENTS MATERIALS WHICH HAVE BEEN SELECTED FOR USE IN AN EXEMPLARY VOCATIONAL EDUCATION PROJECT CONDUCTED IN OKLAHOMA UTILIZING PUBLIC LAW 90-576 PART D MONIES. RONALD MEEKS, COORDINATOR FOR THE STATE CURRICULUM DEVELOPMENT LABORATORY, STATE DEPARTMENT OF EDUCATION, 1515 W. 6TH., STILLWATER, OK. HAS DEVELOPED RELATED EDUCATION MATERIALS IN MATH, COMMUNICATIONS AND SOCIAL STUDIES.
MEDIA: MICROFICHE.
SOURCE: ERIC DOCUMENT REPRODUCTION SERVICE, P.O. DRAWER O, BETHESDA, MD 20014, MICROFICHE $0.65. PAYMENT MUST ACCOMPANY ORDERS UNDER $10.00. 2003691

TITLE: BIBLIOGRAPHY OF STATE PRODUCED CURRICULUM AND INSTRUCTIONAL MATERIALS. 1970-71.
CORPORATE AUTHOR: OKLAHOMA STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION AND TULSA PUBLIC SCHOOLS.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED TC SELECT INSTRUCTIONAL MATERIALS FOR SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN OCCUPATIONAL TRAINING OR PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: CURRICULUM/INSTRUCTIONAL MATERIALS, VOCATIONAL EDUCATION.
COMMENT: THIS DOCUMENT LISTS AND BRIEFLY DESCRIBES STATE PRODUCED CURRICULUM AND INSTRUCTIONAL MATERIALS WHICH HAVE BBEN PRODUCED IN EXEMPLARY PROJECTS IN VOCATIONAL EDUCATION WITH PUBLIC LAW 90-576, PART D FUNDING.
MEDIA: MICROFICHE.
SOURCE: ERIC DOCUMENT REPRODUCTION SERVICE, P.O. DRAWER O, BETHESDA, MD 20014, MICROFICHE $0.65. PAYMENT MUST ACCOMPANY ORDERS UNDER $10.00. 2003701

TITLE: BIBLIOGRAPHY OF LOCALLY PRODUCED CURRICULUM AND INSTRUCTIONAL MATERIALS EXEMPLARY PROGRAM.
CORPORATE AUTHOR: OKLAHOMA STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION AND TULSA PUBLIC SCHOOLS.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER ORIENTED MATERIAL WHICH MAY BE USED TC SELECT INSTRUCTIONAL MATERIALS FOR SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN OCCUPATIONAL TRAINING OR PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: SERVICE OCCUPATIONS, BUILDING CONSTRUCTION, MANUFACTURING, GUIDANCE, SMALL ENGINE MECHANICS, FILLING STATION ATTENDANT, CAREER OPPORTUNITIES, CHILD CARE, DOMESTIC SERVICES, PERSONAL DEVELOPMENT, BUSINESS.
COMMENT: THIS BIBLIOGRAPHY REPRESENTS MATERIALS WHICH HAVE BEEN DEVELOPED BY LOCAL EDUCATION AGENCIES USING EXEMPLARY PROGRAMS FUNDING FROM PART D, PUBLIC LAW 90-576. THE MATERIALS LIST AND MEDIA FORMATS ARE QUITE EXTENSIVE AND DIVERSE.
MEDIA: MICROFICHE.
SOURCE: ERIC DOCUMENT REPRODUCTION SERVICE, P.O. DRAWER O, BETHESDA, MD 20014, MICROFICHE $0.65. PAYMENT MUST ACCOMPANY ORDERS UNDER $10.00. 2003711

TITLE: SELECTED BIBLIOGRAPHIES ON THE VOCATIONALLY HANDICAPPED. 56 P. 1972.
AUTHOR: CONARD, LAURENCE ROBERT.
RELEVANT TO: OCCUPATIONAL INFORMATION (23.02), CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: TEACHER AND CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED AS A RESOURCE IN DEVELOPING VOCATIONAL TRAINING FOR SECONDARY AND POSTSECONDARY HANDICAPPED STUDENTS.
SUBJECT CONTENT: ADJUSTMENT, COUNSELING, EDUCATION, GUIDANCE, MATERIALS, PLACEMENT, REHABILITATION, TRAINING.
COMMENT: THIS IS QUITE A COMPREHENSIVE REVIEW OF EXISTING RESOURCES AND SHOULD CERTAINLY BE REQUESTED BY ANY PERSONS INTERESTED IN VOCATIONAL CURRICULUM FOR THESE CLIENTS. COPIES WILL BE AVAILABLE FREE OF CHARGE FROM REGIONAL SPECIAL EDUCATION INSTRUCTIONAL MATERIALS CENTERS. TO FIND THE NAME OF THE CENTER NEAREST YOU, CONTACT YOUR STATE DIRECTOR OF SPECIAL EDUCATION OR WRITE TO THE DEVELOPER.
MEDIA: BIBLIOGRAPHY.
SOURCE: MS. BOLEN, IMCSE: AFFILIATE COORDINATOR, 1031 S. BROADWAY, SUITE 623, LOS ANGELES, CA 90015. SEND STAMPED, SELF-ADDRESSED ENVELOPE FOR ORDERING INFORMATION.
2003991

TITLE: WORK EVALUATION, AN ANNOTATED BIBLIOGRAPHY. 93 P. 1947-70.
CORPORATE AUTHOR: MATERIALS DEVELOPMENT CENTER.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: WORK EXPERIENCE TEACHER OR COUNSELOR ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN WORK EVALUATION OR JOB SAMPLING PROGRAMS.
SUBJECT CONTENT: WORK EVALUATION, YEARS BETWEEN 1947-70.
COMMENT: THIS CENTER IS ONE WHICH ALL SPECIAL EDUCATION, REHABILITATION AND SPECIAL NEEDS TEACHERS SHOULD BE AWARE OF. THE UNIVERSITY IS ONE OF THE LEADING TRAINERS OF VOCATIONAL EDUCATORS AND THE DEPARTMENT OF REHABILITATION AND MANPOWER SERVICES IS STRONG. THIS CENTER HAS A VARIETY OF MATERIALS BESIDES THIS DOCUMENT WHICH WOULD BE OF INTEREST TO THOSE INVOLVED IN WORK TRAINING. THIS MATERIAL WOULD BE USEFUL TO TEACHERS WORKING WITH SPECIAL NEEDS STUDENTS IN JOB TRAINING OR WORK TOLERANCE PROGRAMS.
MEDIA: BIBLIOGRAPHY.
SOURCE: DR. ARNOLD SAXE, DEPARTMENT OF REHABILITATION AND MANPOWER SERVICES, MATERIALS DEVELOPMENT CENTER, SCHOOL OF EDUCATION, STOUT STATE UNIVERSITY, MENOMONIE, WI 54751.
2008011

TITLE: ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM). QUARTERLY.
CORPORATE AUTHOR: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OHIO.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: A DIRECTORY OF ABSTRACTS OF INSTRUCTIONAL MATERIALS WHICH MAY BE OF USE TO STUDENTS, TEACHERS AND OTHERS INVOLVED IN VOCATIONAL AND TECHNICAL EDUCATION AT THE SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: ABSTRACTS, INDEX, INSTRUCTIONAL MATERIALS.
COMMENT: A QUARTERLY PUBLICATION PRODUCED BY THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) CLEARINGHOUSE FOR VOCATIONAL AND TECHNICAL EDUCATION WHICH CONTAINS A COLLECTION OF ABSTRACTS OF INSTRUCTIONAL MATERIALS FROM ALL AREAS WITHIN THE FIELDS OF VOCATIONAL AND TECHNICAL EDUCATION.
MEDIA: DIRECTORY, QUARTERLY.
SOURCE: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OH. $9.00/YEAR. 2009521

TITLE: LEARNING DIRECTORY. 6681 P. 1970-71.
CORPORATE AUTHOR: WESTINGHOUSE LEARNING CORPORATION.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY INSTRUCTIONAL MATERIALS IN ALL MEDIA, FOR ALL AUDIENCE LEVELS, AND FOR ALL TYPES OF EDUCATIONAL OR TRAINING APPLICATIONS.
SUBJECT CONTENT: INSTRUCTIONAL MATERIALS, DESCRIPTIONS, INDEX.
COMMENT: AN OUTSTANDING AND EXTREMELY COMPREHENSIVE DIRECTORY OF INSTRUCTIONAL MATERIALS IN ALL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION. CONTAINS SECTIONS ON THE DISADVANTAGED, HANDICAPPED, CAREER EDUCATION AND GUIDANCE. INCLUDES MATERIALS CURRENTLY AVAILABLE FOR ACQUISITION OR LOAN AND MATERIALS INTRINSICALLY INSTRUCTIONAL.
MEDIA: DIRECTORY.
SOURCE: WESTINGHOUSE LEARNING CORPORATION, 100 PARK AVENUE, NEW YORK, NY 10017. $65.00. 2009621

TITLE: THE VOCATIONAL-TECHNICAL LIBRARY COLLECTION. 377 P. 1970.
AUTHOR: REINHART, BRUCE.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY INSTRUCTIONAL MATERIALS WITH APPLICATION TO THE INSTRUCTIONAL PROGRAMS IN VOCATIONAL AND TECHNICAL EDUCATION. THIS DIRECTORY CONSISTS OF AN INSTRUCTIONAL LIBRARY, PROFESSIONAL LIBRARY, AND JOURNAL LIBRARY. THE MATERIALS LISTED RANGE IN APPLICATION FROM THE ELEMENTARY TO THE POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, DESCRIPTIONS, INDEX, VOCATIONAL-TECHNICAL.
COMMENT: AN ANNOTATED COLLECTION OF TITLES OF INSTRUCTIONAL MATERIALS FOR USE IN THE MANY AREAS OF VOCATIONAL-TECHNICAL EDUCATION. MATERIAL DESCRIPTIONS ARE COMPREHENSIVE AND INCLUDE A SALES PRICE AND SOURCE.
MEDIA: DIRECTORY.
SOURCE: BRO-DART PUBLISHING COMPANY, WILLIAMSPORT, PA. CONTACT SOURCE FOR PRICE INFORMATION. 2009651

TITLE: ABSTRACT OF RESEARCH MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (ARM). QUARTERLY.
CORPORATE AUTHOR: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, COLUMBUS, OHIO.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: A DIRECTORY OF ABSTRACTS OF RESEARCH MATERIALS WHICH MAY BE OF USE TO STUDENTS, TEACHERS AND OTHER EDUCATORS INVOLVED IN VOCATIONAL AND TECHNICAL EDUCATION AT THE SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: ABSTRACTS, RESEARCH MATERIALS, INDEX, DESCRIPTIONS.
COMMENT: A QUARTERLY PUBLICATION PRODUCED BY THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) CLEARINGHOUSE FOR VOCATIONAL AND TECHNICAL EDUCATION WHICH CONTAINS A COLLECTION OF ABSTRACTS OR RESEARCH MATERIALS FROM ALL AREAS WITHIN THE FIELDS OF VOCATIONAL AND TECHNICAL EDUCATION. USEFUL TO THE VOCATIONAL EDUCATOR WISHING TO MAKE CHANGES IN INSTRUCTIONAL DESIGN OR EVALUATIONS OF PRESENT PROGRAMS.
MEDIA: DIRECTORY, QUARTERLY.
SOURCE: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE STATE UNIVERSITY, 1900 KENNY ROAD, COLUMBUS, OH 43210. $9.00/YEAR. 2009701

TITLE: NEW EDUCATIONAL MATERIALS, 1970. 256 P. 1970.
AUTHOR: MARKHAM, LOIS.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY NEW INSTRUCTIONAL MATERIALS WHICH HAVE BEEN REVIEWED IN 'SCHOLASTIC TEACHER MAGAZINE', 1969-70 ISSUES. THE MATERIALS DESCRIBED RANGE IN APPLICATION FROM PRE-KINDERGARTEN THROUGH GRADE TWELVE.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, DESCRIPTIONS, INDEX.
COMMENT: CONTAINS APPROXIMATELY 500 REVIEWS OF EDUCATIONAL MATERIALS WHICH HAVE SOME APPLICATION TO CAREER EDUCATION. REVIEWS PREPARED BY THE EVALUATION PANELS OF SCHOLASTIC TEACHER MAGAZINE.
MEDIA: DIRECTORY.
SOURCE: CITATION PRESS, SCHOLASTIC MAGAZINES, INC., EDITORIAL OFFICE: 50 WEST 44TH STREET, NEW YORK, NY 10036. $3.75. 2009711

TITLE: TRANSPARENCIES SET. WORK SHEETS. 5 P. NO DATE.
CORPORATE AUTHOR: UNITED TRANSPARENCIES, INC.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: STUDENT ORIENTED MATERIAL WHICH CAN BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN OCCUPATIONAL EXPLORATION PROGRAMS.

SUBJECT CONTENT: JOB EXPLORATION.
COMMENT: THIS MATERIAL HAS BEEN USED SUCCESSFULLY WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY LEVEL IN A VOCATIONAL PROGRAM. THERE IS A SET OF STUDENT WORKSHEETS WHICH ACCOMPANIES THIS MATERIAL.
MEDIA: TRANSPARENCY.
SOURCE: UNITED TRANSPARENCIES, INC., P.O. BOX 688, BINGHAMTON, NY 13902. 7 SETS OF TRANSPARENCIES, 15 TRANSPARENCIES PER SET, $175.00. 2100161

TITLE: CURRICULUM PROCESS MODEL. 5 P. 04/72.
AUTHOR: BARNES, O. DENNIS AND JACK R. CLARCQ.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: CURRICULUM DEVELOPMENT (24.02).
ORIENTATION: CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED BY SPECIAL NEEDS TEACHERS IN DEVELOPING VOCATIONAL CURRICULUM AT THE SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: ESTABLISHING THE NEED FOR CURRICULUM, DESIGNING CURRICULUM, DEVELOPING CURRICULUM, EVALUATION DESIGN, IMPLEMENTATION, MAINTENANCE.
COMMENT: THE BEST CURRICULUM DEVELOPMENT MODEL ENCOUNTERED DURING THE SEARCH EFFORT. ACCOMPANIED BY NARRATIVE AND A SLIDE-TAPE PRESENTATION. PROCESSES TO UTILIZE IN DEVELOPING CURRICULUM. PRESENTS STEP BY STEP PROCEDURES TO FOLLOW.
MEDIA: GUIDEBOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001682

SEE FEEDBACK

THIS CATEGORY INCLUDES MATERIALS OF INTEREST TO TEACHERS ON RECENT RESEARCH IN EDUCATION OR EVALUATIONS OF EXISTING SYSTEMS, MATERIALS OR METHODOLOGY.

TITLE: APPLICATION OF THE DIFFERENTIAL APTITUDE TESTS TO POSTSECONDARY LEVEL DEAF STUDENTS. 31 P. 09/71.
AUTHOR: WALTER, GERARD G.
CORPORATE AUTHOR: NATIONAL TECHNICAL INSTITUTE FOR THE DEAF.
RELEVANT TO: AUDITORY (19.020101), RESEARCH AND EVALUATION (24.03).
ORIENTATION: COUNSELOR ORIENTED MATERIAL WHICH CAN BE USED IN THE EVALUATION OF DEAF STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN PREVOCATIONAL PROGRAMS.
SUBJECT CONTENT: APPLICATION OF THE DIFFERENTIAL APTITUDE TEST TO DEAF STUDENTS AT NTID - IMPLICATIONS.
COMMENT: RESEARCH BASED STUDY WHICH OUTLINES PERFORMANCE OF DEAF POSTSECONDARY STUDENTS WHEN EVALUATED BY THE DAT. DISCUSSES THE VALIDITY OF THE DAT AS A PREDICTIVE INSTRUMENT FOR USE WITH DEAF POPULATIONS. STATISTICAL ORIENTATION WITH DISCUSSION.
MEDIA: REFERENCE-BOOK.
SOURCE: THIS MATERIAL IS UNDER DEVELOPMENT AND NOT AVAILABLE. COMMUNICATION ABOUT ONGOING EFFORTS AND AVAILABILITY DATES IS INVITED. CONTACT: DR. ROSS STUCKLESS, DIRECTOR, OFFICE OF EDUCATIONAL EXTENSION, NATIONAL TECHNICAL INSTITUTE FOR THE DEAF, ONE LOMB MEMORIAL DRIVE, ROCHESTER, NY. 2001752

THIS CATEGORY CONTAINS MATERIALS WHICH DIRECT TEACHERS TO THE USE OF, GIVE GUIDELINES FOR THE ESTABLISHMENT OF OR ARE MATERIALS IN DIRECT SUPPORT OF ANCILLARY SERVICES. AMONG THESE SERVICES ARE SCHOOL LIBRARY SERVICES, AUDIOVISUAL SERVICES, INSTRUCTIONAL SUPERVISION SERVICES.

TITLE: VIDEOTAPE LIBRARY. 23 P. NO DATE.
CORPORATE AUTHOR: FULLERTON UNION HIGH SCHOOL DISTRICT.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: STUDENT, TEACHER AND CURRICULUM DEVELOPER ORIENTED MATERIAL WHICH MAY BE USED WITH SPECIAL NEEDS STUDENTS AT THE SECONDARY AND POSTSECONDARY LEVEL IN WORK STUDY PROGRAMS.
SUBJECT CONTENT: VIDEOTAPES, PRACTICE FORMS, BUS BOY, CASHIER, COOK, COUNTER GIRL, DINING ROOM HOSTESS, KITCHEN HELPER, LAYOUT MAN, LIBRARY CLERK, HOTEL/MOTEL MAID, MECHANICS HELPER, NURSES AIDE, MACHINE OPERATOR, SERVICE STATION ATTENDENT, WAITRESS, WAREHOUSEMAN'S ASSISTANT, RELATED SKILLS.
COMMENT: A VIDEOTAPE CATALOG DEVELOPED BY FULLERTON UNION HIGH SCHOOL. CONSISTS OF LISTINGS OF VIDEOTAPE RECORDINGS DEVELOPED BY THE SCHOOL DISTRICT TO INCREASE THE EFFECTIVENESS OF THEIR WORK STUDY PROGRAM. THESE TAPES COULD BE MOST USEFUL IN OCCUPATIONAL TRAINING PROGRAMS FOR SPECIAL NEEDS STUDENTS.
MEDIA: CATALOG.
SOURCE: MR. W. F. RETZLAFF, DIRECTOR, EXCEPTIONAL PUPIL SERVICE, 211 W. COMMONWEALTH, FULLERTON, CA 92632. CONTACT SOURCE FOR PRICE INFORMATION. 2004551

TITLE: FREE AND INEXPENSIVE EDUCATIONAL AIDS. 173 P. 1970.
AUTHOR: PEPE, THOMAS J.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE AND INEXPENSIVE EDUCATIONAL AIDS WITH POSSIBLE APPLICATION TO THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, EDUCATIONAL AIDS, FREE, INEXPENSIVE, DESCRIPTIONS, INDEX.
COMMENT: INCLUDES MANY MATERIALS OF USE TO CAREER EDUCATION. LISTS 1700 BOOKS, FILMS, FOLDERS, CHARTS, POSTERS, SLIDES, BOOKLETS, 82 PER CENT FREE, 9 PER CENT LESS THAN 25 CENTS.
MEDIA: DIRECTORY.
SOURCE: DOVER PUBLICATIONS, INC., 180 VARICK STREET, NEW YORK, NY 10014. $2.00. 2009481

TITLE: GUIDE TO GOVERNMENT LOAN FILMSTRIPS, SLIDES AND AUDIO TAPES (WITH SEPARATE SECTION ON MATERIALS FOR PURCHASE). 46 P. 1971.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY GOVERNMENT LOAN FILMSTRIPS, SLIDES AND AUDIO TAPES WITH APPLICATION TO THE AREAS OF EDUCATION AT THE PRIMARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: GUIDE, FILMSTRIPS, SLIDES, AUDIO TAPES, DESCRIPTIONS, INDEX, LOAN.
COMMENT: CONTAINS MATERIALS APPROPRIATE TO HOME ECONOMICS RELATED OCCUPATIONS PROGRAMS. SOME RELATIONSHIP TO SERVICE OCCUPATIONS AND AGRICULTURE. TWO GENERAL VOCATIONAL EDUCATION FILMS. SOME FILMS DIRECTED TO TEACHERS AND EMPLOYERS OF THE HANDICAPPED CHILD.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. CONTACT SOURCE FOR PRICE INFORMATION. 2009511

TITLE: INDEX TO 16MM EDUCATIONAL FILMS, NICEM. 729 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED 16MM EDUCATIONAL FILMS WITH APPLICATION TO AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, 16MM EDUCATIONAL FILMS, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF FILMS PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF FILMS APPLICABLE TO THE INSTRUCTIONAL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION. HEALTH, GUIDANCE AND CAREER INFORMATION. INDUSTRIAL ARTS IS USED AS SYNONYMOUS WITH TRADE AND INDUSTRIAL.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $18.50. 2009531

TITLE: INDEX TO EDUCATIONAL OVERHEAD TRANSPARENCIES, NICEM. 349 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED OVERHEAD TRANSPARENCIES WITH APPLICATION TO AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, OVERHEAD TRANSPARENCIES, DESCRIPTIONS ONLY (NO ILLUSTRATIONS), INDEX.
COMMENT: A DIRECTORY OF INTEREST TO PHYSICAL EDUCATION, SPECIAL NEEDS, HOME ECONOMICS RELATED OCCUPATIONS, AND TRADE AND INDUSTRIAL INSTRUCTORS. DOCUMENT HAS IMPLICATIONS FOR CAREER EDUCATION AND GUIDANCE. SUBJECT HEADINGS DO NOT REFLECT CURRENT TERMINOLOGY BEING USED IN VOCATIONAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $22.50. 2009541

TITLE: INDEX TO EDUCATIONAL AUDIO TAPES, NICEM. 419 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED AUDIO TAPES WITH APPLICATION TO AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, AUDIO TAPES, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF AUDIO TAPE RECORDINGS PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF RECORDINGS APPLICABLE TO THE INSTRUCTIONAL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION, WITH A STRONG SECTION ON GUIDANCE AND CAREER ORIENTATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $12.50. 2009551

TITLE: INDEX TO ECOLOGY (MULTIMEDIA), NICEM. 211 P. 1972.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED MULTIMEDIA INSTRUCTIONAL MATERIALS WITH APPLICATION TO THE AREAS OF ECOLOGY AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, MULTIMEDIA INSTRUCTIONAL MATERIALS, DESCRIPTIONS, INDEX, ECOLOGY.
COMMENT: A COMPREHENSIVE DIRECTORY OF MULTIMEDIA INSTRUCTIONAL MATERIALS ON ECOLOGY PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF MATERIALS APPLICABLE TO THE BROAD AREAS OF ECOLOGY.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $9.50. 2009561

TITLE: INDEX TO 8MM MOTION CARTRIDGES, NICEM. 210 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED 8MM MOTION PICTURE CARTRIDGES WITH APPLICATION TO THE AREAS OF EDUCATION AT THE PRIMARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, 8MM MOTION PICTURE CARTRIDGES, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF 8MM MOTION PICTURE CARTRIDGES PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF CARTRIDGES APPLICABLE TO THE INSTRUCTIONAL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $8.50. 2009571

TITLE: INDEX TO EDUCATIONAL RECORDS, NICEM. 411 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED PHONODISCS (RECORDS) WITH APPLICATION TO AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, PHONODISCS (RECORDS), DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF PHONOGRAPH DISC RECORDINGS PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OR RECORDS APPLICABLE TO THE INSTRUCTIONAL AREAS OF

VOCATIONAL AND TECHNICAL EDUCATION. SUBJECT HEADINGS DO NOT REFLECT CURRENT TERMINOLOGY IN VOCATIONAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $9.50. 2009581

TITLE: INDEX TO 35MM EDUCATIONAL FILMSTRIPS, NICEM. 415 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED 35MM FILMSTRIPS WITH APPLICATION TO AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, 35MM EDUCATIONAL FILMSTRIPS, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF FILMSTRIPS PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF FILMSTRIPS APPLICABLE TO THE INSTRUCTIONAL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $12.00. 2009591

TITLE: INDEX TO EDUCATIONAL VIDEOTAPES, NICEM. 245 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED VIDEOTAPES WITH APPLICATION TO THE AREAS OF EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, VIDEOTAPES, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF VIDEOTAPES PRODUCED BY PRIVATE ENTERPRISE. INCLUDES DESCRIPTIONS OF VIDEOTAPES APPLICABLE TO THE INSTRUCTIONAL AREAS OF VOCATIONAL AND TECHNICAL EDUCATION.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $8.25. 2009601

TITLE: INDEX TO BLACK HISTORY AND STUDIES (MULTIMEDIA), NICEM. 139 P. 1971.
CORPORATE AUTHOR: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM).
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY COMMERCIALLY PRODUCED INSTRUCTIONAL MATERIALS ON BLACK HISTORY AND STUDIES PRESENTED AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: BIBLIOGRAPHICAL GUIDE, MULTIMEDIA INSTRUCTIONAL MATERIAL, BLACK HISTORY, BLACK STUDIES, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF MULTIMEDIA INSTRUCTIONAL MATERIALS PRODUCED BY PRIVATE ENTERPRISE WHICH INCLUDES MEDIA ON BLACK HISTORY AND BLACK STUDIES.
MEDIA: DIRECTORY.
SOURCE: NATIONAL INFORMATION CENTER FOR EDUCATIONAL MEDIA (NICEM), UNIVERSITY OF SOUTHERN CALIFORNIA, UNIVERSITY PARK, LOS ANGELES, CA 90007. $9.50. 2009611

TITLE: EDUCATORS GUIDE TO FREE FILMSTRIPS. 162 P. 1971.
AUTHOR: HORKHEIMER, MARY FOLEY.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE FILMSTRIPS AVAILABLE FROM GOVERNMENT AGENCIES, NATIONAL ASSOCIATIONS AND MANUFACTURERS. THE MATERIALS LISTED HAVE POSSIBLE APPLICATION TO THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, FILMSTRIPS, FREE, DESCRIPTIONS, INDEX.
COMMENT: GOOD COVERAGE OF FILMSTRIPS IN THE AREAS OF TRADE AND INDUSTRY. RELATED INFORMATION FOR ALL FIELDS OF VOCATIONAL AND TECHNICAL EDUCATION. CAREER RELATED MATERIALS IN ALL AREAS.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53953. CONTACT SOURCE FOR PRICE INFORMATION. 2009631

TITLE: EDUCATORS GUIDE TO FREE GUIDANCE MATERIALS, A MULTIMEDIA GUIDE. 252 P. 1971.
AUTHOR: STEPH, JOE A. AND GAIL FARWELL.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE MULTIMEDIA GUIDANCE AND COUNSELING MATERIALS FOR USE AT THE ELEMENTARY,

SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, GUIDANCE, COUNSELING, MULTIMEDIA, DESCRIPTIONS, INDEX.
COMMENT: ENTIRE VOLUME IS CAREER GUIDANCE ORIENTED. SPECIFIC SECTIONS CONTAIN OCCUPATIONAL INFORMATION, EDUCATIONAL INFORMATION, INTERPERSONAL RELATIONSHIPS AND INDIVIDUAL DIFFERENCES, UNDERSTANDING CULTURAL DIFFERENCES, RESPONSIBILITY TO SELF AND OTHERS, USE OF LEISURE TIME.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53953. CONTACT SOURCE FOR PRICE INFORMATION. 2009641

TITLE: THE NATIONAL UNION CATALOG, MOTION PICTURES AND FILMSTRIPS, VOL. 1 AND 2. QUARTERLY.
CORPORATE AUTHOR: LIBRARY OF CONGRESS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS, AND OTHER EDUCATORS TO IDENTIFY MOTION PICTURES AND FILM STRIPS OF EDUCATIONAL OR INSTRUCTIVE VALUE THAT ARE RELEASED IN THE UNITED STATES OR CANADA AND ARE CURRENTLY CATALOGED OR RECATALOGED ON LIBRARY OF CONGRESS PRINTED CATALOG CARDS.
SUBJECT CONTENT: DIRECTORY, MOTION PICTURES, FILMSTRIPS, LIBRARY OF CONGRESS, DESCRIPTIONS, INDEX.
COMMENT: A COMPREHENSIVE DIRECTORY OF MOTION PICTURES AND FILMSTRIPS CATALOGED BY THE LIBRARY OF CONGRESS. CONTAINS DESCRIPTIONS OF FILMS APPLICABLE TO MANY AREAS OF VOCATIONAL AND TECHNICAL EDUCATION. VOLUME 1 IS AN INDEX BY TITLE, VOLUME 2 IS AN INDEX BY SUBJECT.
MEDIA: DIRECTORY.
SOURCE: J. W. EDWARDS PUBLISHER, INC., ANN ARBOR, MI 48104. CONTACT SOURCE FOR PRICE INFORMATION. 2009661

TITLE: EDUCATORS GUIDE TO FREE FILMS. 789 P. 1971.
AUTHOR: HORKHEIMER, MARY FOLEY.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FILMS AVAILABLE FREE OF COST THROUGHOUT THE UNITED STATES. MANY OF THE FILMS LISTED HAVE APPLICATION TO THE AREAS OF VOCATIONAL AND TECHNICAL EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, FILMS, FREE, DESCRIPTIONS, INDEX.
COMMENT: THE FILMS LISTED IN THIS DIRECTORY SEEM APPROPRIATE FOR USE IN VOCATIONAL PROGRAMS. HOWEVER, THESE MATERIALS ARE LISTED UNDER HEADINGS WHICH ARE OUTDATED AND DO NOT REFLECT CURRENT TERMINOLOGY.
MEDIA: DIRECTORY.
SOURCE: EDUCATORS PROGRESS SERVICE, INC., RANDOLPH, WI 53953. CONTACT SOURCE FOR PRICE INFORMATION. 2009671

TITLE: PROGRAMMED LEARNING, A BIBLIOGRAPHY OF PROGRAMS AND PRESENTATION DEVICES. 600 P. 1971.
AUTHOR: HENDERSHOT, CARL H.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY OF PROGRAMED INSTRUCTIONAL MATERIALS WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY PROGRAMS AND PRESENTATION DEVICES COMMERCIALLY AVAILABLE WHICH HAVE APPLICATION TO THE AREAS OF VOCATIONAL AND TECHNICAL EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, PROGRAMED INSTRUCTION, PRESENTATION DEVICES, DESCRIPTIONS, INDEX.
COMMENT: PROGRAMED INSTRUCTIONAL MATERIALS COVER ALL AREAS OF VOCATIONAL EDUCATION PLUS ADULT BASIC EDUCATION, REMEDIAL INSTRUCTION AND GUIDANCE. THE DIRECTORY IS EASY TO USE. MATERIALS DESCRIPTIONS ARE VERY CONCISE AND COMPLETE. COULD BE USED AS A RESOURCE BY TEACHERS INTERESTED IN DEVELOPING PROGRAMED MATERIALS.
MEDIA: DIRECTORY.
SOURCE: DR. CARL HENDERSHOT, HENDERSHOT PROGRAMMED LEARNING CONSULTANTS, 4114 RIDGEWOOD DR., BAY CITY, MI 48706. CONTACT SOURCE FOR PRICE INFORMATION. 2009681

TITLE: DIRECTORY OF EDUCATIONAL SIMULATIONS, LEARNING GAMES AND DIDACTIC UNITS. 150 P. 1969.
AUTHOR: KLIETSCH, RONALD G. AND OTHERS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY THE EDUCATIONAL SIMULATIONS, LEARNING GAMES AND DIDACTIC UNITS WHICH HAVE POSSIBLE APPLICATION TO THE VARIOUS AREAS OF VOCATIONAL AND TECHNICAL EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, SIMULATIONS, LEARNING GAMES, DIDACTIC UNITS, INDEX,

DESCRIPTIONS.
COMMENT: EXCELLENT FOR STIMULATING GROUPS AND ROLE PLAYING IN DISTRIBUTIVE EDUCATION OR MANAGEMENT. APPLICATION TO VOCATIONAL EDUCATION, GUIDANCE, CAREER EDUCATION, BUSINESS EDUCATION.
MEDIA: DIRECTORY.
SOURCE: MACALESTER COLLEGE SIMULATION CENTER, ST. PAUL, MN 55101. CONTACT SOURCE FOR PRICE INFORMATION. 2009691

TITLE: EDUCATOR'S PURCHASING GUIDE, MEDIA AND METHODS. 500 P. 1972.
CORPORATE AUTHOR: NORTH AMERICAN PUBLISHING COMPANY.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A REFERENCE GUIDE WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY THE PRODUCERS OF INSTRUCTIONAL MATERIALS AND EQUIPMENT FOR ALL LEVELS OF EDUCATION.
SUBJECT CONTENT: DIRECTORY, PRODUCERS, INSTRUCTIONAL MATERIALS, EQUIPMENT, INDEX.
COMMENT: A TWO-PART VOLUME OF EDUCATIONAL PRODUCTS AND PRODUCT SOURCES INDEXED AND CROSS-INDEXED FOR QUICK AND COMPREHENSIVE USAGE. THE PRODUCTS ARE CATALOGUED AND INDEXED BY GRADE LEVEL, DISCIPLINE, TOPIC, AND TRADE NAME.
MEDIA: DIRECTORY.
SOURCE: NORTH AMERICAN PUBLISHING COMPANY, PHILADELPHIA, PA 19107. $25.00. 2009721

TITLE: SOURCES OF FREE AND INEXPENSIVE EDUCATIONAL MATERIALS. 538 P. 1970.
AUTHOR: DEVER, ESTHER.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FREE AND INEXPENSIVE EDUCATIONAL MATERIALS AND THEIR SOURCES. INCLUDES MATERIALS OF ALL MEDIA TYPES WITH APPLICATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVELS.
SUBJECT CONTENT: DIRECTORY, INSTRUCTIONAL MATERIALS, FREE, INEXPENSIVE, DESCRIPTIONS, .INDEX.
COMMENT: THIS DIRECTORY CONTAINS ADDRESSES FOR FILMS, SLIDES, FILMSTRIPS, CHARTS, POSTERS, PICTURES, CATALOGS, BOOKS, MAPS, PAMPHLETS, BOOKLETS, TAPES, FOLDERS AND OTHER MATERIAL.
MEDIA: DIRECTORY.
SOURCE: ESTHER DEVER, P. O. BOX 186, GRAFTON, WV 26354. $6.50. 2009731

TITLE: GUIDE TO FILMS (16MM) ABOUT THE USE OF DANGEROUS DRUGS, NARCOTICS, ALCOHOL AND TOBACCO. 61 P. 1971.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FILMS ABOUT THE USE OF DANGEROUS DRUGS, NARCOTICS, ALCOHOL AND TOBACCO WHICH ARE AVAILABLE FROM FEDERAL GOVERNMENT AND COMMERCIAL SOURCES. FILMS HAVE APPLICATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, FILMS, DANGEROUS DRUGS, NARCOTICS, ALCOHOL, TOBACCO, INDEX.
COMMENT: A COMPREHENSIVE GUIDE ON FILMS ABOUT DANGEROUS DRUGS, NARCOTICS, ALCOHOL AND TOBACCO. THE FILM DESCRIPTIONS INCLUDED ARE VERY COMPLETE AND DETAILED.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. CONTACT SOURCE FOR PRICE INFORMATION. 2009741

TITLE: GUIDE TO MILITARY-LOAN FILMS (16MM). 148 P. 1969.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY FILMS ON LOAN FROM THE MILITARY FOR PUBLIC, NON-PROFIT EXHIBITION. FILMS ARE OF A GENERAL MILITARY NATURE. SOME HAVE APPLICATION TO VOCATIONAL GUIDANCE.
SUBJECT CONTENT: DIRECTORY, FILMS, DESCRIPTIONS, INDEX, MILITARY, LOAN.
COMMENT: CONTAINS SYNOPSES OF OVER 1,430 MOTION PICTURES, AVAILABLE ON LOAN FOR PUBLIC, NON-PROFIT EXHIBITION, FREE OF CHARGE FROM THE U.S. ARMY, U.S. AIR FORCE, U.S. NAVY, U.S. MARINE CORPS, AND THE CORPS OF ENGINEERS (U.S. ARMY), PLUS A CONSOLIDATED ALPHABETICAL LISTING OF ALL FILMS APPEARING IN THE GUIDE, AN INDEX, AND SOURCES FOR BORROWING FILMS.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. $4.95. 2009751

TITLE: GUIDE TO GOVERNMENT-LOAN FILM (16MM). 130 P. 1969.
CORPORATE AUTHOR: SERINA PRESS.
RELEVANT TO: ANCILLARY SERVICES (24.04).
ORIENTATION: A DIRECTORY WHICH MAY BE USED BY STUDENTS, TEACHERS AND OTHER EDUCATORS TO IDENTIFY GOVERNMENT FILMS AVAILABLE FOR LOAN TO THE PUBLIC. FILMS ARE OF THE GENERAL INTEREST TYPE. SOME HAVE APPLICATION TO VOCATIONAL AND TECHNICAL EDUCATION AT THE ELEMENTARY, SECONDARY AND POSTSECONDARY LEVEL.
SUBJECT CONTENT: DIRECTORY, FILMS, LOAN, GOVERNMENT, DESCRIPTIONS, INDEX.
COMMENT: A GUIDE TO GOVERNMENT-LOAN FILMS WHICH CONTAINS BRIEF SYNOPSES OF OVER 900 FILMS OF GENERAL INTEREST, ALPHABETICAL LISTING OF OVER 2,000 FILMS, COMPREHENSIVE INDEX TO THE FILMS OF GENERAL INTEREST AND SOURCES FOR BORROWING FILMS.
MEDIA: DIRECTORY.
SOURCE: SERINA PRESS, 70 KENNEDY STREET, ALEXANDRIA, VA 22305. CONTACT SOURCE FOR PRICE INFORMATION.
2009761

FEEDBACK
ADDITIONAL MATERIALS

ONE OF THE MOST REWARDING BY-PRODUCTS OF THIS PROJECT HAS BEEN THE REALIZATION THAT MANY TEACHERS, LOCAL SCHOOL SYSTEMS AND STATE AGENCIES ARE PRODUCTIVELY INVOLVED IN DEVELOPING AND UTILIZING INSTRUCTIONAL MATERIALS FOR VOCATIONAL EDUCATION OF STUDENTS WITH SPECIAL NEEDS. THE QUANTITY AND QUALITY OF MATERIALS UNEARTHED IS MOST ENCOURAGING EVEN THOUGH MANY ARE NOT PRESENTLY IN A POLISHED OR FINISHED FORM. EVEN MORE OBVIOUS IS THE GREAT DEMAND AND NEED FOR MATERIALS OF THIS TYPE.

IDENTIFICATION AND LOCATION OF MATERIALS IS A TASK YOU CAN CONTRIBUTE TO BY SHARING WITH US KNOWLEDGE ABOUT THOSE MATERIALS WHICH YOU HAVE DEVELOPED OR UTILIZED IN YOUR INSTRUCTION. PLEASE LET US KNOW OF THESE BY WRITING OR SUBMITTING COPIES FOR OUR CONSIDERATION. ADDRESS FOR FEEDBACK TO:

DOUGLAS C. TOWNE
SPECIAL NEEDS PROJECT
NORTHWEST REGIONAL EDUCATIONAL LABORATORY
710 S.W. SECOND AVENUE
PORTLAND, OREGON 97204

ADDITIONAL LISTINGS OF THIS NATURE WILL BE PRODUCED IN THE FUTURE. TO ASSURE THAT SUCH LISTINGS SERVE YOUR NEEDS, PLEASE COMPLETE AND RETURN THE EVALUATION FORM ON THE NEXT PAGE.

FEEDBACK
EVALUATION FORM

WE HAVE INCLUDED THIS FEEDBACK FORM SO THAT YOU MAY PROVIDE INFORMATION WHICH WILL BE UTILIZED TO PRODUCE OTHER LISTINGS. THESE SUBSEQUENT LISTINGS WILL MEET YOUR NEEDS TO THE DEGREE THAT YOU PROVIDE US WITH HONEST AND VALID INFORMATION. WE ARE INTERESTED IN YOUR RESPONSES TO THE QUESTIONS LISTED BELOW BUT ESPECIALLY THE COMMENTS YOU MAY PROVIDE. (PLEASE NUMBER YOUR COMMENTS, I.E., 10, 11, 12) THANK YOU FOR YOUR ASSISTANCE. IF MORE THAN ONE PERSON WILL USE THIS CATALOG PLEASE COPY THIS EVALUATION FORM SO THAT MORE MAY RESPOND.

1. DID THIS CATALOG MEET YOUR EXPECTATIONS?
   _____ YES
   _____ NO

2. DID YOU FIND THIS CATALOG USEFUL?
   _____ ALWAYS YES
   _____ IN GENERAL, YES
   _____ IN GENERAL, NO
   _____ ALWAYS NO
   _____ OTHER

3. DID YOU FIND THE INFORMATION TO BE RELEVANT TO YOUR WORK?
   _____ COMPLETELY RELEVANT
   _____ MOSTLY RELEVANT
   _____ MOSTLY NONRELEVANT
   _____ COMPLETELY NONRELEVANT

4. DID YOU FIND THE INFORMATION TO BE ACCURATE?
   _____ ALWAYS YES
   _____ IN GENERAL, YES
   _____ IN GENERAL, NO
   _____ ALWAYS NO
   _____ OTHER

5. THE COVERAGE OF TOPICS WAS:
   _____ VERY COMPLETE
   _____ FAIRLY COMPLETE
   _____ FAIRLY INCOMPLETE
   _____ VERY INCOMPLETE

6. IS ENOUGH INFORMATION PROVIDED TO MAKE SELECTIONS?
   _____ ALWAYS YES
   _____ IN GENERAL, YES
   _____ IN GENERAL, NO
   _____ ALWAYS NO
   _____ OTHER

7. HOW DIFFICULT WAS IT FOR YOU TO FIND SPECIFIC INFORMATION?
   _____ VERY DIFFICULT
   _____ FAIRLY DIFFICULT
   _____ FAIRLY EASY
   _____ VERY EASY

8. WERE THE DIRECTIONS EASY TO FOLLOW?
   _____ ALWAYS YES
   _____ GENERALLY YES
   _____ GENERALLY NO
   _____ ALWAYS NO

9. DID YOU FIND THE CITATIONS TO BE UNDERSTANDABLE?
   _____ ALWAYS YES
   _____ GENERALLY YES
   _____ GENERALLY NO
   _____ ALWAYS NO

10. WHAT USES DO YOU PLAN TO MAKE OF THIS CATALOG? (USE BACK OF SHEET FOR COMMENTS.)

11. WHEN THIS CATALOG IS REVISED, WHAT CHANGES WOULD YOU LIKE TO SEE MADE? (USE BACK OF SHEET FOR COMMENTS.)

12. ADDITIONAL COMMENTS. (USE BACK OF SHEET.)

FREQUENTLY, WE FIND IT DESIRABLE TO REQUEST ADDITIONAL INFORMATION FROM KEY RESPONDENTS. IF YOU ARE WILLING TO BE CONTACTED BY THE LABORATORY CONCERNING YOUR RESPONSES OR COMMENTS, PLEASE COMPLETE THE FOLLOWING:

NAME ______________________________

POSITION ______________________________

INSTITUTION ______________________________

ADDRESS ______________________________

____

ZIP __________ PHONE ______________

MAIL TO:

SPECIAL NEEDS PROJECT
NORTHWEST REGIONAL EDUCATIONAL LABORATORY
710 S.W. SECOND AVENUE
PORTLAND, OREGON 97204